

TABLE OF CONTENTS

	<u>Page No.</u>
Final Budget Message	i
City of Troy Organizational Chart	1
GFOA Distinguished Budget Presentation Award	2
Executive Staff	3
Location of Troy, Michigan	4
City of Troy Fact Sheet.....	5
City Manager's Proposed Budget Message	6
Community Profile.....	10
Reader's Guide	11
City-Wide Action Plan.....	14
City Goals and Objectives.....	15
Budget Policies	16
Budget Calendar.....	20

ALL FUNDS SUMMARY:

Financial Organizational Chart	22
Executive Summary	23
All Funds Financial Summary	26

GENERAL FUND:

How the City Allocates Its Money	32
--	----

TRENDS AND SUMMARIES:

Summary of Taxes	33
General Fund Revenue, Expenditures, Fund Balance.....	36
Revenue Definitions and Assumptions.....	38
General Fund Revenues by Account.....	40
General Fund Expenditures by Department	44
General Fund Expenditures by Object.....	48
General Fund Expenditure History by Department.....	51
General Fund Expenditures by Account.....	55

PERSONNEL SUMMARY:

Trends	57
Listing by Department.....	58

	<u>Page No.</u>
<u>COUNCIL/EXECUTIVE ADMINISTRATION:</u>	
City Council	67
City Manager	68
City Attorney	74

FIRE DEPARTMENT:

Fire Department.....	135
----------------------	-----

POLICE DEPARTMENT:

Police Department.....	177
------------------------	-----

FINANCE DIVISION

FINANCE AND ADMINISTRATION:

Finance Administration	96
Accounting/Risk Management	98
Assessing	103
City Clerk/Elections	108
Community Affairs.....	114
Human Resources	119
Purchasing.....	125
Treasurer	130

SERVICES DIVISION

BUILDING INSPECTION:

Building Inspection.....	81
--------------------------	----

ENGINEERING:

Engineering	88
-------------------	----

LIBRARY/MUSEUM:

Library/Museum.....	143
---------------------	-----

OTHER GENERAL GOVERNMENT:

City Buildings	152
Planning	153
Real Estate and Development	160

TABLE OF CONTENTS

	<u>Page No.</u>		<u>Page No.</u>
PARKS AND RECREATION DEPARTMENT:			
Parks and Recreation	167	Sewer Fund	285
PUBLIC WORKS DEPARTMENT:		Water Fund	287
Public Works Department	185	Water Main Projects	294
SPECIAL REVENUE FUNDS:		Sanitary Sewer Projects	297
Community Development Block Grant Fund	198	INTERNAL SERVICE FUNDS:	
Community Fair Fund	199	Building Operations Fund	300
Local Street Fund	200	Fleet Maintenance Fund	308
Major Street Fund	200	Information Technology Fund	320
Budget Stabilization Fund	201	Compensated Absences Fund	327
Refuse/Recycling Fund	202	Unemployment Compensation Fund	328
DEBT SERVICE FUNDS:		Workers' Compensation Fund	329
General Debt Service Fund	210	SUPPLEMENTAL INFORMATION:	
1995 Bond Debt Service Fund	210	General Revenue by Source and Expenditures by Function	330
2000 MTF Debt Service Fund	211	General Fund Balance Compared to Annual Expenditures	331
Proposal A Debt Service Fund	211	Value of Taxable Property	331
Proposal B, C Debt Service Fund	212	Property Tax Levies and Collections	332
Debt Management Summary	213	Demographic Statistics	333
CAPITAL PROJECTS/SPECIAL ASSESSMENT FUNDS:		Computation of Legal Debt Margin	334
Capital Projects Fund	216	Principal Taxpayers	335
Revenues and Expenditures	217	Property Values and Construction	336
Capital Projects Department Summary ...	220	Collective Bargaining Agreements	337
Major Roads	225	Economic Information	338
Local Roads	229	Glossary of Key Concepts	339
Sidewalks	231		
Capital Expenditures	233		
Capital Expenditures All Funds	244		
Proposal B Police-Fire Facility	265		
Proposal C Recreation	266		
Special Assessment Revenues & Expenditures	267		
ENTERPRISE FUNDS:			
Aquatic Center Fund	268		
Golf Course Fund	276		

FINAL BUDGET MESSAGE

FROM THE OFFICE OF THE CITY MANAGER

May 10, 2004

**Honorable Mayor and City Council
City of Troy
500 West Big Beaver Road
Troy, MI 48084**

Dear Mayor and Council Members:

The fiscal year 2004/05 budget has been reviewed and adopted by the City Council. The community's highest priorities continue to be addressed.

All operating budgets are balanced. At \$59,072,850, the General Fund budget increased by \$1.2 million or 2.0% over last year's budget.

PERSONNEL CHANGES:

Full-time employment was reduced by five (5) positions through attrition, as City Council concurred with Administration's decision to reassign some functions and supplement with part-time employees at an overall cost savings to the City.

Specific staffing reductions include:

- City Clerk's Office (Clerk/typist)
- City Assessor's Office (Appraiser, Clerk/typist)
- City Treasurer's Office (Account Clerk)
- Museum (Education Coordinator)

2004/05 MILLAGE RATE:

The City's millage rate remains at 9.45 mills. The budget includes a contribution from Fund Balance of \$3,099,430, a decrease of \$317,860 from the previous year.

Our unreserved, undesignated fund balance currently stands at \$6.1 million, or 10.3% of the City operating budget. The City's taxable value for 2004 will be \$5,094,758,233.

Due to the passage of the State of Michigan's Proposal A, homeowners have experienced a maximum 2.3% increase in taxable property assessment despite a 3.0% average increase in market values in Troy.

COUNCIL'S CHANGES TO THE PROPOSED BUDGET:

City Council made modifications totaling \$537,750 in adopting the 2004/05 budget. Of the \$537,750, \$500,000 was removed from the park development budget. The \$500,000 will be transferred as follows: \$332,000 to the Budget Stabilization Fund and \$168,000 to the General Fund.

The fiscal year 2004/05 budget also includes funding for the following services and programs improvements:

- ❖ \$.8 million in technological improvements and software

FINAL BUDGET MESSAGE

FROM THE OFFICE OF THE CITY MANAGER

- ❖ \$12.7 million for major road improvement projects
- ❖ \$2.8 million for local road improvement projects
- ❖ \$1.3 million in drain improvements
- ❖ \$.9 million for park development
- ❖ \$1.1 million for sidewalk projects
- ❖ \$2.0 million for removal and replacement of diseased Ash trees

BUDGET OUTLOOK:

During the past several years, the City Council and administration have worked to improve our annual budget process, control costs, and improve efficiency. Technology improvements and the use of privatization where feasible have helped to keep costs manageable.

The City was faced with many hurdles in preparing the 2004/05 budget. Property tax revenue, which is based on the millage rate and taxable value, was capped at 2.3% on existing property as a result of Proposal A. Additionally, the current interest rate climate and the overall State economy (where we derive 11% of General Fund revenue from State sales tax) put tremendous pressure on the City of Troy's budget.

We overcame the hurdles while maintaining the same tax rate and maintaining the excellent services our citizens have come to expect, by utilization of a portion of Unreserved/ Undesignated Fund Balance, the reduction of five (5) full-time employees through attrition, and the close monitoring of expenditures.

CONCLUSION:

The economy in Troy has expanded rapidly in the past decade, reflecting strong investment in commercial and residential development. Troy has been fortunate during this time to have built up an unreserved/ undesignated fund balance to weather downturns in the economy. The City has also taken steps to ensure the financial soundness of future budgets by depositing additional funds to our Budget Stabilization Fund.

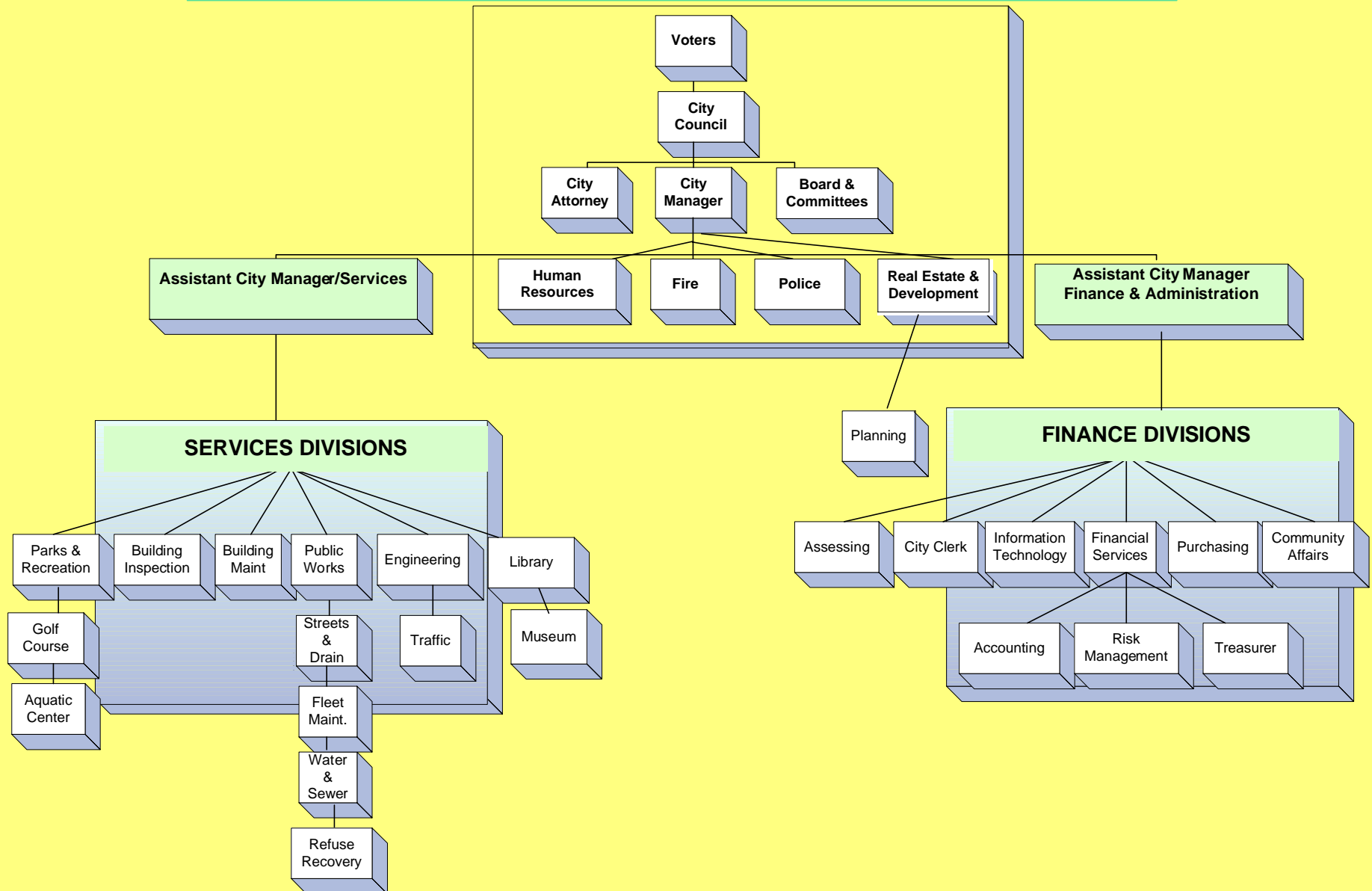
Although it is expected that the City will maintain its well-managed financial position, fiscal year 2004/05 will again be a challenging and ambitious year. As always, we can take pride in a City government that provides a safe and good place to live, work, and play.

Respectfully submitted,

John Szerlag,
City Manager

CITY OF TROY ORGANIZATIONAL CHART

2004/05





GOVERNMENT FINANCE OFFICERS ASSOCIATION

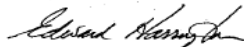
*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Troy
Michigan**

For the Fiscal Year Beginning

July 1, 2003


President


Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Troy, Michigan for its annual budget for the fiscal year beginning July 1, 2003.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.

EXECUTIVE STAFF

<i>City Manager</i>	John Szerlag
<i>City Attorney</i>	Lori Grigg Bluhm
<i>Assistant City Manager/Finance & Administration</i>	John M. Lamerato
<i>Assistant City Manager/Services</i>	Gary A. Shripka
<i>City Assessor</i>	Leger A. Licari
<i>City Clerk</i>	Tonni L. Bartholomew
<i>City Engineer</i>	Steven J. Vandette
<i>City Treasurer</i>	Sandra L. Kasperek
<i>Community Affairs Director</i>	Cynthia A. Stewart
<i>Director of Building and Zoning</i>	Mark S. Stimac
<i>Director of Building Operations</i>	Steven A. Pallotta
<i>Financial Services Director</i>	James A. Nash
<i>Fire Chief</i>	William S. Nelson
<i>Human Resources Director</i>	Peggy E. Clifton
<i>Information Technology Director</i>	Gertrude M. Paraskevin
<i>Library Director</i>	Brian H. Stoutenburg
<i>Parks and Recreation Director</i>	Carol K. Anderson
<i>Planning Director</i>	Mark F. Miller
<i>Police Chief</i>	Charles T. Craft
<i>Public Works Director</i>	Timothy L. Richnak
<i>Purchasing Director</i>	Jeanette Bennett
<i>Real Estate & Development Director</i>	Douglas J. Smith
<i>Risk Manager</i>	Stephen L. Cooperrider

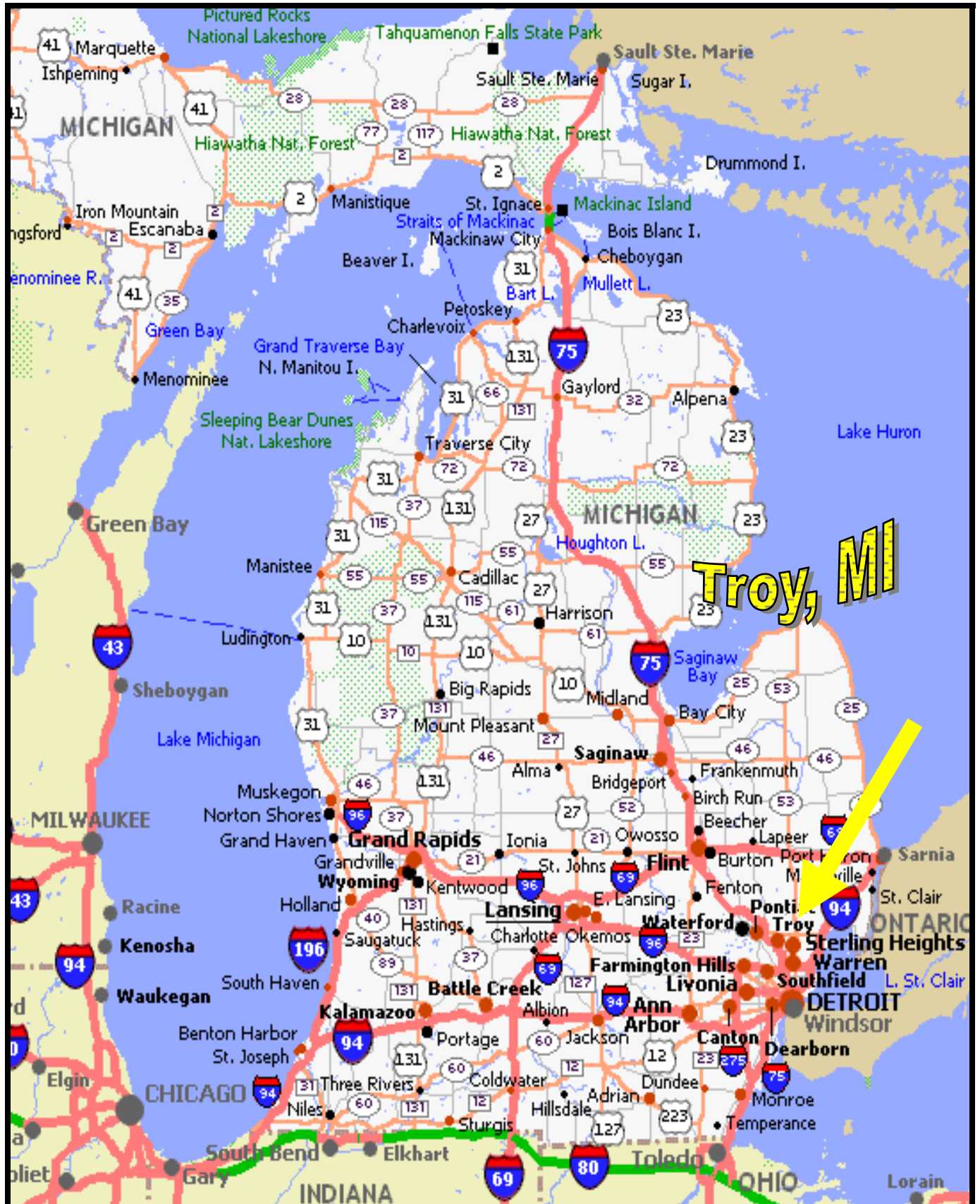


CITY SEAL

The figure represented on the official seal of the City of Troy is that of Athena, mythological Greek goddess of wisdom.

Athena was known as the dispenser of prudent restraint and practical insight, maintainer of law. Her association with civilization and society rather than wilderness and nature earned her reverence as the protectress of Greek cities, including ancient Troy.

Athena's ethical standards and precepts remain worthy today, making her an appropriate symbol for the modern City of Troy and a model for all who live, work, or serve the City.



CITY OF TROY FACT SHEET

2004/05 Budget At a Glance

- The total City Budget of \$140.6 million decreased by \$1.1 million, or .8%, from the previous year.
 - The Budget calls for a slight decrease in the reliance on fund balance reserves. The undesignated general fund reserves are anticipated to equal at least 10.0% of the recommended Budget.
 - Due to passage of Proposal A, homeowners have seen, at most, a 2.3% adjustment in taxable property value despite a 3.0% average increase in market values.
 - A substantial portion of the decrease is attributable to the completion of several projects within the Capital Projects Fund.
 - The average homeowner's tax bill based on a taxable value of \$111,203 for City services will amount to \$1,051 compared to \$1,010 last year.
 - The City's millage rate for capital improvements was increased by \$0.25, resulting in a decrease of .25 mils for debt service. This transfer will be reviewed annually.
 - The City has reduced its full-time work force by 5 positions to 478, which represents 5.69 employees for every 1,000 Troy residents and about 3 employees per 1,000 people who work in the City. The 5 positions were reduced mainly through attrition. Job responsibilities were redistributed amongst current employees and through the addition of part-time employees.
 - The City's millage rate remains at 9.45 mills for the third consecutive year.
- The Budget includes funding for the following services and programs:
- \$15.4 million in funding for street construction projects, utilizing grants and capital funds
 - \$1.1 million for sidewalks
 - \$0.8 million investment in technology
 - \$0.9 million for parks development
 - \$5.5 million for water main replacements
 - \$2.3 million for sanitary sewer improvements
 - \$1.3 million for storm drain improvements
 - \$0.3 million for Museum improvements
 - \$2.0 million for removal and replacement of diseased Ash trees

PROPOSED BUDGET MESSAGE

FROM THE OFFICE OF THE CITY MANAGER

April 12, 2004

Honorable Mayor and
City Council
City of Troy
500 West Big Beaver
Troy, MI 48084

Dear Mayor and Council Members:

I am honored to present the City budget for fiscal year 2004/05. This budget serves not only as a planning guide, but also determines the level of service we will provide to residents, businesses, and visitors. This document also illustrates the City's administrative structure and work plan for the upcoming fiscal year.

BUILDING UPON A STRONG BASE:

Our community's growth, and standard of excellence, has been achieved by faithful adherence to four principles: a strong sense of volunteerism from our residents, a culture of professionalism within the administrative service, fiscal integrity, and quality of life amenities. Reliance on these principles has resulted in a municipality that boasts the highest property value of any city in the third wealthiest county in the United States. This wealth does not rely on one segment, as our tax base is almost evenly split between residential and business properties.

But balance is not limited to our material assets. Troy's population is incredibly diverse and talented.

Over 81 languages are spoken in the homes of our school children. Our city is filled with people who are committed to excellence and community involvement. As Troy begins the transition from rapid growth to maturity, these values and principles will continue to be important. So too, however, will be our need to recognize that Troy's population is much more mobile than it used to be and that technology is a vital part of our everyday lives. Our city government is positioning itself to keep our important values and traditions, and yet keep pace with advancing technology.

BUDGET OVERVIEW:

The 2004/05 Budget is balanced and financially conservative. It continues the City's philosophy of providing high-quality, dependable services while directing available resources to service areas experiencing the greatest demands.

Developed with City Council's policy goals as direction, this Budget addresses current and future community needs and correlates service demands with conservative financial management.

PROPOSED BUDGET MESSAGE

FROM THE OFFICE OF THE CITY MANAGER

The 2004/05 total millage rate is 9.45, unchanged from our current rate. This rate includes a capital improvement millage rate of 1.87, an increase of .25.

The Debt Service millage rate is .50, a reduction of .25. Voter approval of 1999 ballot measures A, B, and C was based on maintenance of rate not to exceed .75 for the next 16 years, unless voters approve additional bonds. Troy successfully meets the challenge of keeping tax rates low by providing strong, responsible leadership and offering efficient City services. This, of course, requires a strong tax base.

The 2004/05 Budget for all City funds totals \$140.7 million including all transfers. The General Fund budget of \$59.1 million provides funding toward the majority of services available to City residents; and is up \$1.2 million from last fiscal year or 2%. The primary reason for the increase is due to personal services. It has been our past practice to transfer additional funds to the Capital Projects Fund when the unreserved/undesignated fund balance exceeds 17% of the General Fund Budget. These supplemental transfers over the past several years totaled \$6.5 million.

The current year's budget calls for \$2.6 million to be repaid to the General Fund.

With this transfer we will have been paid back \$4.0 million of the \$6.5 million.

The estimated unreserved/undesignated fund balance of \$5.9 million is 10.0% of the General Fund Budget.

General Fund revenues are projected to increase 2.0% or \$1.2 million over 2003/04 to \$59.1 million. Charges for services and property tax revenue increases were offset by reductions in state-shared revenue and investment income.

The General Fund Budget also uses \$3.3 million in fund balance as a revenue source, compared to \$3.4 million last year. Over the past five years, the City's revenues have increased an average of 3.1% per year.

General Fund expenditures will increase by 2.0%. The City does not incrementally budget by adding automatic increases to the prior year's numbers; therefore, departments are required to justify any increases.

CAPITAL IMPROVEMENTS:

The total capital improvements program of \$28.9 million is composed of projects that benefit the community as a whole.

PROPOSED BUDGET MESSAGE

FROM THE OFFICE OF THE CITY MANAGER

The projects include technology improvements, park facility upgrades, and street projects.

Several of the capital improvement activities, streets in particular, are made possible by grant funds leveraged with local funds.

The following projects highlight the 2004/05 Capital Improvements Program:

- Continuing investment in technology
- Neighborhood road repair and replacement
- Major road improvements
- Park development
- Sidewalk program
- Storm drain improvements
- Removal and replacement of diseased subdivision trees

As I indicated to you last November, the proposed Budget includes no new major capital initiatives, only a continuation of projects that have already been planned.

PERSONNEL COSTS AND STAFFING LEVELS:

- Personnel costs continue to be the largest portion of the General Fund budget at 68.9%. The total personnel expenditure for 2004/05 is \$40.7 million which represents a 3.7% increase over last year's budget.

The City's full-time work force decreased by five positions, mainly through attrition. The positions deleted were: an Appraiser and a Clerk/Typist in the Assessing Department; an Account Clerk in the City Treasurer's Office; a Clerk/Typist in the City Clerk's Office; and an Education Coordinator at the Museum. We will continue to look at ways to reduce cost and consolidate activities while trying not to affect the service level our residents have come to expect.

FUTURE PROJECTS:

Our unmet need for infrastructure is literally hundreds of millions of dollars.

Our biggest infrastructure needs are in the area of road improvements, and storm water management.

We will, however, continue to endeavor to find funding sources to meet these unmet needs.

CONCLUSION:

No matter how successful the City of Troy has been to date, our success is and will continue to be dependent on a professional and dedicated work-force, strong adherence to our adopted budget, and political altruism.

The citizens, who are not only our customers but also our partners and stakeholders, have spoken.

PROPOSED BUDGET MESSAGE

FROM THE OFFICE OF THE CITY MANAGER

They want us to provide a community that is responsive to their needs.

In a representative democracy, you are charged with making decisions on behalf of our 85,000 residents, and this budget document serves as an excellent planning and control tool to ensure that the will of the majority of residents are carried out.

Our most important objective for the coming year is to continue to enrich and improve the lives of residents of all ages and corporate citizens that, in turn, will provide a great benefit to the community as a whole.

This, of course, is done through adherence to our four basic principles of volunteerism, quality of life amenities, culture of professionalism, and fiscal integrity.

In closing, I wish to thank the staff of our entire organization. They are the finest group of individuals with whom I've had the pleasure of working.

With reference to our Budget document, I especially wish to thank the staff of the City Manager's Office and, in particular, the Assistant City Manager/Finance & Administration, for their teamwork, cooperation, and commitment to excellence in the Budget process.

I also wish to thank Mayor and Council for their assistance in advancing the concept of a level of service Budget document, and direction in developing goals and objectives.

Respectfully submitted,

John Szerlag, City Manager



COMMUNITY PROFILE

Troy is a vibrant community with a strong sense of civic pride and dedicated community leaders. Troy is a balanced community that is rich with cultural diversity, community wellness, and economic vitality.

Troy was incorporated June 13, 1955. Since incorporation the City has been governed by a seven member City Council, including the Mayor, all of which serve three-year

terms. Under the Council-Manager form of government, the Mayor and City Council appoint two officials; the City Manager and the City Attorney. In turn, the City Manager appoints all department directors and employees.

The 2004 estimated population for Troy is 85,556; 4,597 residents or 5.7% greater than the 2000 census. In terms of population, Troy is the 12th largest city in Michigan. Troy's total property value is the second highest in the State.

Troy's economic base is strong and balanced. The median effective buying income per household is approximately \$65,625. There are 31,504 households and a median age of 38.1. Seven school districts serve Troy.

Troy is a full-service community with public transportation provided by a regional authority. The City of Troy currently maintains 16 developed park sites, eight of which are major parks. City parks provide a variety of recreational opportunities from baseball diamond complexes to miles of developed walking, jogging, and bicycle riding pathways. The City has 610 acres of parkland (active and passive). Additionally, the City's total for City and private parks, including golf courses, is 1,441 acres.

Troy has received many awards from various professional associations and municipal services organizations for innovative approaches to service delivery and quality improvements.

Troy enjoys a solid reputation for municipal planning and growth management. Its comprehensive Master Land Use Plan has guided development of the Big Beaver corridor and high quality residential as the community's most significant focal points. The strong commercial and industrial business environment is a mix of service, product, and technological employers. This impressive mix of business opportunities has allowed the City of Troy to maintain low unemployment rates. Principal employers include Kelly Services, Kmart Corporation, Target Corporation, Standard Federal Bank, Flagstar Bank, Ameritech, General Motors, Syntel, Inc., Delphi, Textron Automotive, EDS, Magna International, Arvin Meritor, Advanced Technology Vehicles, Corporate System Development, Thyssen Krupp, Entech Personnel Services, Inc., and William Beaumont Hospital.

The City of Troy also enjoys a wide variety of fine restaurants, churches, and retail shops. The City occupies 34.3 square miles, and over 94% of this land is developed.

READER'S GUIDE

As you review Troy's budget document, note that it is organized by fund type.

These fund types are distinguished by the laminated tabs and include the General Fund, Special

Revenue Funds, Debt Service Funds, Capital Project Funds, Enterprise Funds, and Internal Service Funds. The General Fund is further divided into major divisions or departments. These departments are comprised of several activities or offices. For example, within the Other General Government there are three offices including City Buildings, Planning, and Real Estate and Development. The Functional Organizational Charts, Department At A Glance summaries, and Key Departmental Trends provide a quick overview of the entire department.

Each department contains a Functional Organizational Chart, Funding Level Summary, Service Statement, Performance Objectives, Organizational Chart, and Summary of Budget Changes.

The Performance Objectives give specific objectives that the activity hopes to achieve in the current year, while the Performance Indicators provide a listing of key measurements of the activity's service, efforts, and accomplishments. The Funding Level Summary lists costs by object and division for the prior two fiscal years, the current year and proposed budget. The costs include both the direct and indirect overhead costs of the function. The Organization Chart and Staff Summary illustrate the number of budgeted positions and the internal office structure.

Finally, the Summary of Budget Changes provides a detailed explanation of the funding level changes that have taken place.

Q: Your budget contains a lot of information! How can I find summary information quickly?

A: The information with the All Funds Summary tab provides a quick overview of the City's total budget. It explains how the funds are organized as well as total revenue and expenditures trends. The Executive Summary provides a general overview explaining how the City plans to utilize its resources and highlights some of the more significant changes to the City's budget. The information within the Trends & Summaries tab also contains a multitude of useful information about the City's largest fund – the General Fund.

Q: I notice that each office has a Funding Level Summary. How can I get more detailed expenditure information by account within each office?

A: The City Manager's Office produces a separate line-item budget on CD that details each office's expenditure accounts.

Q: How can I quickly find the location of certain offices within the budget document?

READER'S GUIDE

A: The Table of Contents at the beginning of the budget lists all offices in the order in which they appear in the document.

Q: Where can I find out how many employees are within each department?

A: There is a schedule within the Personnel Summary tab that lists all position titles and number of employees within each office.

Q: How much do you spend in the General Fund on salaries for employees?

A: Within the Trends & Summaries tab, there is both an Expenditure and Revenue by Account History, which provides the reader with the total dollars spent in each account.

Q: How can I find out information about your Capital Budget?

A: Our Capital Budget is incorporated in the annual budget document. It details the funds appropriated for specific facilities, equipment, vehicles, and improvement projects. A listing, description, and City map geographically depicting the location of all projects can be found within the Capital Projects tab.

UNIFORM BUDGETING ACT:

The City is legally subject to the budgetary control requirements of State of Michigan P.A. 621 of 1978 (the Uniform Budgeting Act).

The following statements represent a brief synopsis of the major provision of this Act.

1. Budgets must be adopted for the General Fund, Special Revenue Funds, Debt Service Funds, and Expendable Trust Funds.
2. The budgets must be balanced.
3. The budgets must be amended when necessary.
4. Debt cannot be entered into unless permitted by law.
5. Expenditures cannot exceed budget appropriations.
6. Expenditures cannot be made unless authorized in the budget.
7. Public hearings must be held before budget adoptions.

BUDGET PROCESS:

In establishing the budgetary information within the budget document, the City follows steps and deadlines outlined in the City Charter:

- a. On or before the third Monday in April, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1. The annual operating budget includes proposed expenditures and the means of financing them for the

READER'S GUIDE

General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Enterprise Funds, and Internal Service Funds.

- b. After the City Manager has submitted the proposed budget to the City Council, they review the recommendations and hold public hearings to obtain taxpayer comments.
- c. On or before the third Monday in May, the budget is legally adopted through passage of an Appropriations Ordinance for each fund which takes effect the following July 1.
- d. The Appropriations Ordinance is the legislative vehicle, which allows for the expenditure of funds throughout the City. The Ordinance is based on the approved and adopted budget and is the final product of the budget cycle.
- e. The City Manager is authorized to transfer budgeted amounts within budgetary centers (major activity or department); however, any revisions that alter the total expenditures of any budgetary center must be approved by the City Council.

In addition to the Charter requirements, the administrators of all City offices have made budget requests to the City Manager, which he has reviewed before arriving at his proposed budget recommendations.

The Budget Calendar outlines the entire budget process by month.

The City adopts its budget by budgetary center in accordance with the State's legal requirement, and is the level of classification detail at which expenditures may not legally exceed appropriations.

The adopted Budget is prepared on a basis consistent with Generally Accepted Accounting Principles (GAAP), except that: operating transfers are treated as revenues and expenditures. The modified accrual basis of accounting is utilized in the preparation of budgets for all governmental fund types that are contained within this document. Expenditures, other than accrued interest on long-term debt are recorded at the time liabilities are incurred, and revenues are recorded when received in cash, except for material and/or available revenues which should be accrued to properly reflect the tax levied and revenues earned.

The accrual basis of accounting is utilized in developing the Enterprise Fund, and Internal Service Fund Budgets.

Budgets are monitored carefully, and progress is reported quarterly. Budgets are monitored monthly. Necessary amendments are approved by City Council periodically.

A budget is considered to be balanced if the Fund Balance projected to the end of the budget year is positive.

CITY-WIDE ACTION PLAN

City goals and objectives span not only the timeframe for the upcoming budget, but several years. In fact, some decisions that will be made by City Council will have a multi-generational impact. An overview of our action plan consisting of objectives and tasks is outlined below.

- Enhance the flow of information: This will include continued expansion of our GIS system; continued implementation of the Hansen customer service, utility billing and asset management system; the new document imaging system; codification and update of all City ordinances; and JD Edwards financial system upgrade.
- Address citizen input and concerns: In order to improve communication, we will continue implementation of a citizen's concern process on our computer system. We will also utilize our web site; newsletter, and utility bills to inform and interact with our residents. Additionally we will promote the newly installed Kiosk in the main lobby of City Hall and future locations at the Police Department, Community Center and Library.
- Maintain high level of service: This will be accomplished through expansion of our web site; review of operational procedures; and enhanced community-policing policy.
- Promote culture of professionalism: Involves selective education and training of staff and Council Members, continuing our internship program and maintaining an environment that establishes a positive identity.
- Determine appropriate staffing levels: This pertains to determining future needs and assessing the number of employees needed to meet those needs; evaluating benefit levels; and privatization of City services when functional to do so.
- Expansion of electronic function: This incorporates document management and imaging and expansion of online transactions.
- Prioritize capital projects: This includes building and maintaining infrastructure and facilities to meet existing and future needs. These projects include:
 - Technology upgrades
 - Road Improvements
 - Finalize Civic Center Master Plan
 - Development of Park Sites
 - Enhance I-75/Crooks Interchange (minus Square Lake Connection)
 - Transit Center Study
- Uphold Fiscal Integrity: As always, prepare balanced budgets, maintain low tax rate, and seek the GFOA Distinguished Budget Presentation Award.
- Promote economic development and redevelopment goals: This includes obtaining right-of-way for the I-75/Crooks Road/Long Lake Road interchange, adoption of Brownfield Redevelopment Plans, and the re-development of industrial/commercial properties on Maple Road.
- Recognize diversity and encourage participation: An important part of this objective is recognition of changing demographics and adjusting services accordingly.

CITY GOALS AND OBJECTIVES

The City of Troy engages in a strategic planning process annually. This process commences with an initial planning session usually facilitated by a consultant. Following the planning session, the City Council adopts goals. Then the City Manager arranges individual sessions with council members to discuss a preferred future for City. These responses are summarized and distributed to City Council prior to a planning session where objectives are discussed. Open meeting discussions ensue to achieve a consensus on Troy's Future Vision. The culmination of the strategic planning process is development of a budget document for City Council approval.

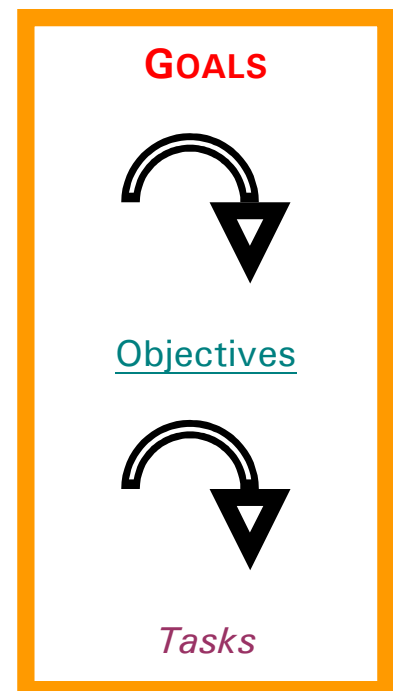
The goals and objectives listed below are the products of the process outlined above. The goals were adopted by City Council on November 17, 2003.

GOALS:

- I Minimize cost and increase efficiency of City government
- II Retain and attract investment while encouraging redevelopment
- III Effectively and professionally communicate internally and externally
- IV Creatively maintain and improve public infrastructure
- V Annually improve the strategic plan
- VI Protect life and property

OBJECTIVES:

- 1. Enhance the Flow of Information (Goal III)
- 2. Address Citizen Input and Concerns (Goals III, IV, VI)
- 3. Maintain High Level of Service (All Goals)
- 4. Promote Culture of Professionalism (All Goals)
- 5. Determine Appropriate Staffing Levels (Goals I, II, IV, VI)
- 6. Expand Electronic Functions (Goals I, III, IV, VI)
- 7. Prioritize Capital Projects (Goals I, II, IV, VI)
- 8. Promote Economic Development and Redevelopment (Goals I, II, IV, VI)
- 9. Uphold Fiscal Integrity (Goals I, II)
- 10. Recognize Diversity and Encourage Participation (Goal III)



BUDGET POLICIES

In recent years, changing conditions and fiscal capacities coupled with the demand for increased services have forced a reassessment of the role local government units play.

Public officials are charged with the responsibility to ensure that all services are being planned and provided within acceptable levels of cost and, when required, to seek alternative

methods of financing. The budgetary process allows for the accumulation of financial and performance information relative to these services. It provides the opportunity to analyze and debate the merits of each service as well as to make decisions about the level and cost of the services to be provided.

This budget continues the conservative spending approach that the residents of Troy have come to expect from City government. This document also assists our efforts to make the operations of the City more efficient, less costly, and more importantly, to target available resources to specific needs of the community.

FINANCIAL POLICIES:

The City of Troy's financial policies, compiled below, set forth basic tenets for overall fiscal management of the City. These policies provide a framework to assist the decision-making process of the City Council and Administration. They should enforce any policy choice, regardless of changing circumstances and conditions.

These policies provide guidelines for evaluating both current activities as well as proposals for future programs.

1. The budget process will place emphasis on those personnel and management areas of long-term importance: employee relations, work simpler – more effectively, office automation, implementation of new technologies, long-term workforce planning, management incentives, and use of the *Interest Based Bargaining* technique.
2. Expansion of existing service programs or addition of a new service program is only considered in the proposed budget when a revenue source can support all of the ongoing cost, or when the requesting department can identify an existing service which can be reduced or eliminated. Programs financed with grant money shall be budgeted in special funds and, when grant revenues are reduced or eliminated, the service program shall be adjusted accordingly.
3. The City will maintain a budgetary control system to ensure adherence to the budget and prepare monthly reports comparing actual revenues and expenditures to budgeted amounts. The City will report its financial performance quarterly.
4. The City will monitor departmental expenditures on a monthly basis to ensure conformity to budgets.

BUDGET POLICIES

5. The City stresses results, integrating performance measurement and productivity indicators with the budget.
6. The City will avoid budgetary practices or procedures that balance current period expenditures at the expense of future years' revenues.
7. The budget strives to provide for adequate maintenance of capital facilities and equipment, and for their orderly replacement.
8. The budget will provide for adequate levels of funding for all retirement systems.
9. The City will develop and maintain accounting and budgetary control systems to adequately safeguard the assets held in public trust.
10. The Operating and Capital Budgets will fully describe the major goals to be achieved and the services and programs to be delivered based upon the levels of funding anticipated or provided.
11. The City will finance essential City services that have a City-wide benefit in the budget from revenue sources which are generated from a broad base, i.e. property taxes, State revenue sharing, assessments, and fees.
12. The City will seek to minimize the impact in use of property tax financing by seeking alternative financing for City services that focus on user fees for responsive services,

upgrading, and/or enhancing of the property tax base.

13. Special assessment financing formulas and user fee rate structures will accurately charge the cost of service provided to the benefiting property owners and customers served while being sensitive to the needs of low-income people.

REVENUE POLICIES:

1. The City will make every attempt to maintain a diversified and stable revenue base to shelter it from short- or long-term fluctuations in any one revenue source.
2. The City will project its annual revenues by an objective and thorough analytical process.
3. The City will maintain sound appraisal procedures and practices to reflect current property values.
4. The City will establish user charges and set fees for services for its enterprise funds at a level that fully supports the total direct and indirect costs of the activities. Indirect costs include the recognition of annualized depreciation of capital assets.

Cash flow requirements to adequately defray bond retirement and capital outlay will become a primary determinant in the development of user charges.

5. The City will follow an aggressive policy of collecting revenues.

BUDGET POLICIES

6. The City will review fees/charges annually and design or modify revenue systems to include provisions that automatically allow charges to grow at a rate that keeps pace with the cost of providing the service.

The City will project its annual revenues by an objective and thorough analytical process.

RESERVE POLICIES:

1. The City will strive to maintain an unreserved, undesignated General Fund balance of 10% of the General Fund Budget.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES:

1. An independent audit will be performed annually.
2. The City will produce comprehensive annual financial reports in accordance with Generally Accepted Accounting Principles (GAAP), the body of accounting and financial reporting standards, conventions, and practices that have authoritative support from standard setting bodies such as the Governmental Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB).

INVESTMENT POLICIES:

1. The City will conduct a cash-flow analysis of all funds on a regular basis. Disbursement, collection, and deposit of all funds will be scheduled to insure maximum investment capabilities.

2. When permitted by law, the City will pool cash from several different funds for investment purposes to maximize potential earnings.
3. The City will analyze market conditions and potential investments to maximize its yield, while maintaining the integrity, diversification, and safety of the principal.
4. The City's accounting system will provide regular information concerning cash position and investment performance.

DEBT POLICIES:

1. The City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues, and where the issuance of long-term debt is required, it will pay back the bonds within a period not to exceed the expected useful life of the project.
2. The City will attempt to keep the average maturity of general obligation bonds at or below 20 years.
3. When possible, the City will use special assessment, revenue, tax increment, or other self-supporting bonds.
4. The City will not incur long-term debt to support current operations.
5. The City will maintain a sound relationship with all bond rating agencies and will keep them

BUDGET POLICIES

informed about our current capital projects.

costs have been included in the operating budget.

CAPITAL IMPROVEMENT BUDGET POLICIES:

1. Capital investments will foster Troy's goal of preserving and enhancing its infrastructure.
2. The City will attempt to maintain all its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
3. The City will maintain the fiscal integrity of its operating debt service and capital improvement budgets in order to provide services, construct and maintain public facilities, streets, and utilities.
4. The City will implement a multi-year plan for capital improvements, with proposed funding sources, and update it annually.
5. The City shall make all capital improvements in accordance with an adopted capital acquisition program.
6. The City will coordinate decision-making for the Capital Improvement Budget with the Operating Budget to make effective use of the City's limited resources for operating and maintaining existing services and facilities.
7. The City will use intergovernmental assistance to finance only those capital improvements that are consistent with the adopted capital improvement plan, City priorities, and for which operating and maintenance

8. The City will maintain a responsible and prudent fiscal condition to minimize long-term interest expense when financing capital improvements.

9. The capital dollar threshold has been established at \$5,000.

AMENDMENT POLICIES:

The City Manager is authorized to transfer budgeted amounts within budgetary functions; however, any revisions that alter the total expenditure of any budgetary function must be approved by a majority of the members elect of the City Council.

FY 2004/05 BUDGET CALENDAR

JULY

- 7th Approved 2003/04 budget document distributed at the first City Council meeting in July
- Begin preparing updated Municipal Improvements Plan (MIP)
 - Begin monitoring budget performance

OCTOBER

- Revenue and Expenditure Forecast prepared
 - Updated Revenue Study of Fees and Charges prepared
- 20th Quarterly Financial Performance Report prepared

NOVEMBER

- 17th Prior year Annual Audit released
- Capital Budget Unit (CBU) develops capital requests and presents the CBU's Capital Improvement Report to the City Manager

DECEMBER

- Preparation of General Fund Review and Multi-year Financial Plan
- The City Manager's final capital recommendations are reported to all offices and included in the Proposed Budget
- Assistant City Manager/Finance and Administration prepares personnel costs and operating cost targets for Proposed Budget
- Distribute Operating Budget Manual and Revenue Worksheets

JANUARY

- Revenue Worksheets due from all departments
 - Preparation of the Water Supply & Sewage Disposal System Rate Analysis
- 19th Quarterly Financial Performance Report prepared

FEBRUARY

- Operating budget worksheets due from departments
- 2004/05 Revenue Forecast prepared by City Management
- City Management analyzes departments' budget requests
- Assistant City Manager/Finance and Administration prepares Proposed Budget Document

FY 2004/05 BUDGET CALENDAR

APRIL

- City Manager makes final proposed Budget recommendations
- 12th Proposed Budget Document presented to the City Council
- City Council Workshops - Budget Review, Questions and Adjustments
- 26th Budget Notice published in local newspaper
- 26th Quarterly Financial Performance Report prepared

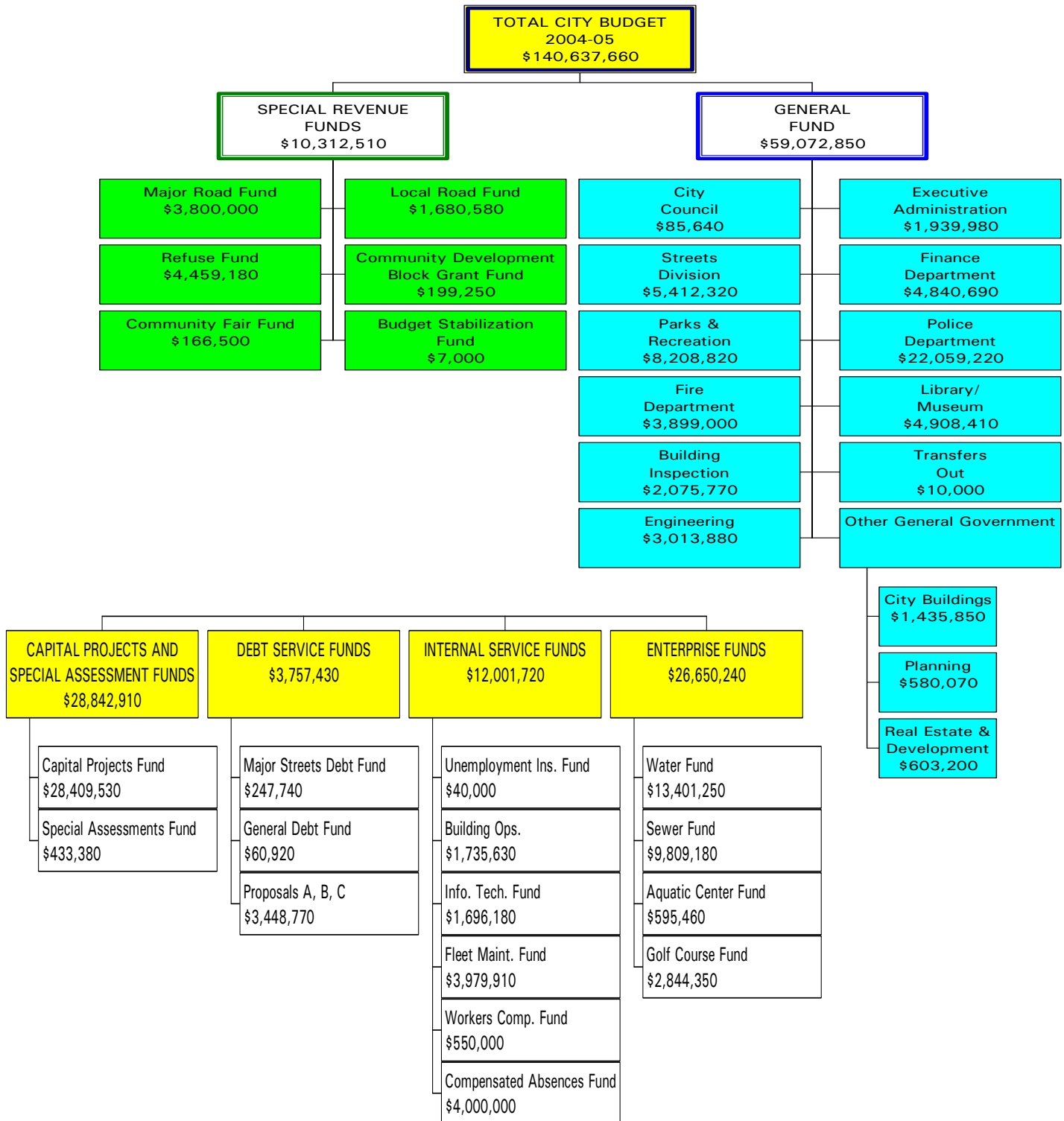
MAY

- Workshops continue
- 10th Public Hearing for budget
- City Manager prepares Approved 2004/05 Budget Document incorporating City Council adjustments
- 10th City Council adopts Taxation Resolution and Appropriations Ordinance

JUNE

- 21th Assistant City Manager/Finance and Administration prepares final current year Budget Amendment

2004/05 FINANCIAL ORGANIZATIONAL CHART



EXECUTIVE SUMMARY

This Executive Summary has been prepared as a general overview to the 2004/05 Budget for the City of Troy. It is hoped that it will provide City residents with a quick overview of the fiscal plans of the City Administration for the upcoming fiscal year.

The City Council will hold meetings throughout the month of April and May in order to review the proposed budget document. This Executive Summary will briefly introduce you to the City's

budget. It will explain how the City plans to utilize its resources and will highlight some of the more significant changes to the City's budget. If a more in-depth understanding of the budget is desired, please take some time to review the wealth of information found within the graphs, charts, narrative text, significant notes, and funding level summaries located in the budget document. The document is available at the City Clerk's Office, Troy Public Library and on the City of Troy's website.

TOTAL CITY FUNDS:

The 2004/05 Budget for all City Funds totals \$140.6 million. The City establishes a budget for 24 separate funds or accounting divisions. These 24 funds can be further paired into seven major fund groupings. The largest is the **General Fund**, which provides \$59.1 million in funding toward the majority of services available to City residents through the City's 13 departments.

The **Special Revenue Funds** provide a total of \$10.3 million for major and local road maintenance; refuse and recycling; the federally funded Community Development Block Grant programs; and the Troy Community Fair Fund.

Several notable items in the Special Revenue Funds 2004/05 Budget include:

- \$3.8 million to maintain and repair major roads
- \$1.7 million to maintain local roads
- \$4.5 million for refuse collection and disposal and recycling activities

The **Capital Projects Funds** total \$28.8 million for 2004/05. These funds are used for capital equipment and vehicles, the construction and improvement of municipal facilities, and for road construction. Notable Capital projects in the 2004/05 Budget include:

- \$12.7 million major road construction and improvements
- \$2.8 million local road reconstruction and improvements
- \$0.8 million technology improvements and software
- \$1.3 million for storm drainage improvements
- \$.9 million for park development

The **Debt Service Funds** total \$3.8 million and provide funding for the debt payments on road bond construction projects, the Community Center, and public safety facilities.

The **Enterprise Funds** provide \$26.7 million in funding for water and sewer utility operations, as well as the aquatic center and golf courses.

The **Internal Service Funds** account for \$12.0 million in charges for the financing of goods and services provided by one department to other departments.

GENERAL FUND:

The 2004/05 Budget for the General Fund is \$59.1 million, an increase of \$1.2 million or 2.0% above the 2003/04 Budget.

Revenues by Category

The General Fund derives its revenue from a variety of sources. The largest source is from property taxes.

EXECUTIVE SUMMARY

The City's general operating millage rate of 6.25 mills will provide nearly \$29.9million, or 50.6% of the total General Fund budget. The City's proposed overall millage rate of \$9.45 has remained at the same rate for three years.

Proposal A has capped property taxable value at a 2.3% increase.

The General Fund also realizes revenue from a variety of smaller revenue categories to lessen the burden and reliance on property taxes; Licenses and Permits comprise 2.6%; Federal, State, and Local grants 11.6%; Fines and Forfeitures 1.6%; Charges for Services 9.7%; Other Revenue 0.8%; Interest and Rents 1.6%; and Other Revenue and Financing Sources 18.0%.

Utilization of \$3.1 million of Fund Balance is planned for the 2004/05 fiscal year. After this designation, the City is estimated to have \$6.1 million or 10.3% of expenditures in unreserved/undesignated funds in 2004/05.

Expenditures by Object

The \$59.1 million General Fund budget is comprised of five separate expenditure objects or categories. The largest is for Personal Services costs, which are made up of wages and fringe benefits and comprise 68.9% of the total budget. Supplies made up primarily of operating supplies total 5.3% of the Budget.

Other Services/Charges total 25.6% of the budget and are primarily used to provide for contractual services, property and liability insurances, utility bills, and legal services. Departmental Capital Outlay represents .2% of the General Fund budget. Other Financing Uses accounts for the transfer of \$10,000 to the Community Fair Fund.

The total \$1.2 million increase in General Fund expenditures can best be explained by the following illustration showing where the expenditure changes have occurred.

	Dollar Change	% Change
Personal Services	\$1,458,460	3.7
Supplies	35,100	1.1
Other		
Services/Charges	347,260	2.4
Capital Outlay	(19,350)	(12.8)
Other Financing Uses	(668,000)	(98.5)
Total	\$1,153,470	2.0

Personal Services increased by \$1,458,460 or 3.7% over last year's Budget. Wages for all employees increased by \$598,020. Increased compensated absences and retirement expenses contributed to the overall increase.

The City will continue to pre-fund General and Police & Fire employee retirees' medical costs as a percent of payroll. An actuarial study has recommended that the City pre-fund these costs in order to offset large future liabilities. This funding is included in retirement line item.

The budget includes funding for 487 full-time positions. This reflects a decrease of five full-time employees.

The total number of part-time employees has increased mainly due to the opening of our new golf course.

Supplies increased by \$35,100 or 1.1%. Items such as office, operating supplies and repairs and maintenance are accounted for in this object.

Other Services/Charges increased by \$347,260 or 2.4%. The overall increase is primarily due to increases in public utilities.

EXECUTIVE SUMMARY

Capital Outlay has decreased by \$19,350. We have instituted a new capitalization policy where items in excess of \$5,000 will be capitalized, i.e., Library books and magazines.

A complete list of all capital equipment, vehicles, and projects that are budgeted is located in the Capital Projects section of this document.

Other Financing Uses decreased by \$668,000. This activity contains a transfer of \$10,000 to the Community Fair Fund. Last fiscal year the City contributed \$668,000 to establish a Budget Stabilization Fund.

Expenditures by Budgetary Center

The City's General Fund can be further broken down to the departmental or budgetary center level. These budgetary centers comprise the nine City operating departments as well as other ancillary expenditure cost centers.

WATER AND SEWER FUND:

The Water and Sewer Fund is a completely self-supporting activity that does not receive funding from property taxes or any other City Fund. It is designed to break even, as well as provide funding for improvements to the system, and is expressly for the purpose of providing water distribution and sewer disposal services to the City of Troy's residents and businesses.

The City purchases its water and sewage disposal services from the City of Detroit, which directly influences the rates that we charge. The City of Detroit increased its water and sewer rates that it charges the City of Troy effective July 1, 2004.

The Detroit water rate will increase by 26.4% from \$10.77 to \$13.61 per thousand cubic feet. The Southeast Oakland County Sewer District rate will increase by 4.1% from \$9.30 to \$9.69 per thousand cubic feet after including the

Oakland County Drain Commission charges. The Evergreen-Farmington Sewer District rate will increase by 4.7% from \$11.65 to \$12.20.

The Budget recommends that the water and sewer rates increase by \$4.00 and \$.70 per MCF, respectively. This rate increase will result in a 15.8% increase in the water and sewer rate per MCF.

The average residential customer uses 2.9 MCF per quarter, which would equate to a quarterly bill of \$99.76 using the proposed rates, equal to an increase of \$13.63 per quarter or \$54.52 per year.

The system is expected to operate in the coming year with operating revenues meeting operating expenses. There are, however, large Capital expenditures being made in both funds (Water - \$5,465,000 and Sewer - \$2,294,600).

The City continues to control its discretionary costs within this Fund and provide the necessary equipment to properly maintain the system.

CITY OF TROY
2004/05 ALL FUNDS COMBINED SUMMARY
OF REVENUES, EXPENDITURES AND FUND BALANCE

DESCRIPTION	General	Special Revenue	Debt Service	Capital Projects Special Assessment
<u>REVENUE</u>				
Taxes	\$ 31,996,690	\$ 3,967,000	\$ 2,390,000	\$ 8,938,000
Licenses & Permits	1,517,000	-	-	-
Federal Grants	22,000	199,250	-	-
State Grants	6,645,000	4,900,000	-	4,267,750
Contributions - Local	135,000	-	-	-
Charges for Service	5,723,600	157,500	-	140,000
Fines and Forfeits	975,000	-	-	-
Interest and Rents	954,000	82,000	170,000	525,000
Other Revenue	450,110	-	-	200,000
REVENUE	\$ 48,418,400	\$ 9,305,750	\$ 2,560,000	\$ 14,070,750
<u>EXPENDITURES</u>				
Personal Service Control	\$ 40,683,100	\$ 125,770	\$ -	\$ -
Supplies	3,140,980	30,850	-	-
Other Services/Charges	15,106,370	4,668,310	60,920	-
Capital Outlay	132,400	-	-	25,047,640
Debt Service	-	-	3,696,510	295,270
EXPENDITURES	\$ 59,062,850	\$ 4,824,930	\$ 3,757,430	\$ 25,342,910
<u>OTHER FINANCING SOURCES</u>				
Operating Transfer In	\$ 10,654,450	\$ 1,338,760	\$ 4,646,200	\$ 14,772,160
OTHER FINANCING SOURCES	\$ 10,654,450	\$ 1,338,760	\$ 4,646,200	\$ 14,772,160
<u>OTHER FINANCING USES</u>				
Operating Transfer Out	\$ 10,000	\$ 5,487,580	\$ 3,448,770	\$ 3,500,000
OTHER FINANCING USES	\$ 10,000	\$ 5,487,580	\$ 3,448,770	\$ 3,500,000
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	-	332,000	-	-
BEGINNING FUND BALANCE	\$ 14,906,800	\$ 4,667,908	\$ 11,430,063	\$ 14,137,635
ENDING FUND BALANCE	\$ 14,906,800	\$ 4,999,908	\$ 11,430,063	\$ 14,137,635

CITY OF TROY
2004/05 ALL FUNDS COMBINED SUMMARY
OF REVENUES, EXPENDITURES AND FUND BALANCE

DESCRIPTION	Enterprise	Internal Service	Total All Funds
<u>REVENUE</u>			
Taxes	\$ -	\$ -	\$ 47,291,690
Licenses & Permits	-	-	1,517,000
Federal Grants	-	-	221,250
State Grants	-	-	15,812,750
Contributions - Local	-	-	135,000
Charges for Service	26,630,810	3,411,300	36,063,210
Fines and Forfeits	-	-	975,000
Interest and Rents	680,300	3,718,500	6,129,800
Other Revenue	-	4,092,800	4,742,910
REVENUE	\$ 27,311,110	\$ 11,222,600	\$ 112,888,610
<u>EXPENDITURES</u>			
Personal Service Control	\$ 3,623,600	\$ 7,401,330	\$ 51,833,800
Supplies	848,620	1,228,600	5,249,050
Other Services/Charges	20,788,880	3,371,790	43,996,270
Capital Outlay	8,286,500	1,376,300	34,842,840
Debt Service	559,000	-	4,550,780
EXPENDITURES	\$ 34,106,600	\$ 13,378,020	\$ 140,472,740
<u>OTHER FINANCING SOURCES</u>			
Operating Transfer In	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES	\$ -	\$ -	\$ -
<u>OTHER FINANCING USES</u>			
Operating Transfer Out	\$ -	\$ -	\$ -
OTHER FINANCING USES	\$ -	\$ -	\$ -
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	-	-	332,000
BEGINNING FUND BALANCE	\$ -	\$ -	\$ 45,142,406
ENDING FUND BALANCE	\$ -	\$ -	\$ 45,474,406

Note: Enterprise and Internal Service Funds report on the accrual basis, therefore retained earnings are not shown in the budget. The Annual Audit shows the retained earnings amount.

CITY OF TROY
ALL FUNDS - COMBINED HISTORICAL SUMMARY
OF REVENUES, EXPENDITURES AND FUND BALANCE

DESCRIPTION	2002 Actual	2003 Projected	2004 Budget
<u>REVENUE</u>			
Taxes	\$ 45,050,566	\$ 45,814,010	\$ 47,291,690
Licenses & Permits	1,449,003	1,493,350	1,517,000
Federal Grants	437,061	270,210	221,250
State Grants	15,946,031	12,902,100	15,812,750
Contributions - Local	2,969,562	249,610	135,000
Charges for Service	6,184,079	6,019,750	6,021,100
Fines and Forfeits	896,833	846,000	975,000
Interest and Rents	2,029,301	1,511,330	1,731,000
Other Revenue	1,464,732	804,800	650,110
REVENUE	\$ 76,427,168	\$ 69,911,160	\$ 74,354,900
<u>EXPENDITURES</u>			
Personal Service Control	\$ 36,709,590	\$ 38,618,280	\$ 40,808,870
Supplies	2,227,584	3,152,420	3,171,830
Other Services/Charges	17,569,468	18,746,490	19,835,600
Capital Outlay	44,195,619	22,080,500	25,180,040
Debt Service	5,077,532	5,834,520	3,991,780
EXPENDITURES	\$ 105,779,793	\$ 88,432,210	\$ 92,988,120
<u>OTHER FINANCING SOURCES</u>			
Bond Proceeds	\$ 40,225,000	\$ -	\$ -
Operating Transfer In	47,980,569	36,833,180	31,411,570
OTHER FINANCING SOURCES	\$ 88,205,569	\$ 36,833,180	\$ 31,411,570
<u>OTHER FINANCING USES</u>			
Operating Transfer Out	\$ 18,492,749	\$ 14,861,590	\$ 12,446,350
OTHER FINANCING USES	\$ 18,492,749	\$ 14,861,590	\$ 12,446,350
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 40,360,195	\$ 3,450,540	\$ 332,000
BEGINNING FUND BALANCE	\$ 39,323,928	\$ 58,979,256	\$ 45,142,406
ENDING FUND BALANCE	\$ 79,684,123	\$ 62,429,796	\$ 45,474,406

Enterprise and Internal Service Fund revenue and expenses are excluded from the fund balance calculation.

CITY OF TROY

REVENUE COMPARISON

ALL FUNDS

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>CAPITAL</u>				
Capital Fund	\$ 61,614,358	\$ 23,634,620	\$ 40,556,820	\$ 28,409,530
Special Assessment Fund	848,372	2,034,990	2,035,070	433,380
PROP A Streets Fund	49,564	-	-	-
PROP B Police/Fire Fund	14,532,744	2,610,230	2,610,000	-
PROP C Recreation Fund	13,739,486	400,000	400,000	-
CAPITAL	\$ 90,784,524	\$ 28,679,840	\$ 45,601,890	\$ 28,842,910
<u>DEBT SERVICE</u>				
General Debt Service Fund	\$ 4,060,218	\$ 5,497,440	\$ 3,649,070	\$ 3,509,690
1995 Bond Debt Retirement	309,625	2,048,090	323,890	-
2000MTF Bond Debt Retirement	1,465,000	228,740	228,740	247,740
PROP A Bond Debt Retirement	697,956	763,180	763,360	776,170
PROP B Bond Debt Retirement	268,808	1,391,380	1,391,440	1,337,280
PROP C Bond Debt Retirement	1,175,574	1,258,330	1,258,510	1,335,320
DEBT SERVICE	\$ 7,977,181	\$ 11,187,160	\$ 7,615,010	\$ 7,206,200
<u>ENTERPRISE</u>				
Sanctuary Lake Golf Course Fund	\$ -	\$ 264,650	\$ 103,000	\$ 1,786,400
Sylvan Glen Golf Course Fund	1,511,203	1,363,900	1,391,060	1,534,930
Aquatic Center Fund	417,245	437,300	459,620	448,300
Sewer Fund	9,517,890	10,400,000	9,930,000	10,280,000
Water Fund	11,700,361	11,476,000	10,743,500	13,447,000
ENTERPRISE	\$ 23,146,699	\$ 23,941,850	\$ 22,627,180	\$ 27,496,630
<u>GENERAL FUND</u>				
General Fund	\$ 55,474,967	\$ 56,737,340	\$ 57,919,380	\$ 59,072,850
GERNERAL FUND	\$ 55,474,967	\$ 56,737,340	\$ 57,919,380	\$ 59,072,850
<u>INTERNAL SERVICE</u>				
Unemployment Compensation Fund	\$ 36,356	\$ 42,000	\$ 25,000	\$ 40,000
Worker's Comp Reserve Fund	863,898	565,000	608,980	550,000
Building Operations Maintenance Fund	1,449,567	1,670,340	1,904,810	1,735,630
Infromation Technology Fund	1,122,036	1,643,380	1,643,380	1,696,180
Fleet Maintenance Fund	5,694,929	4,872,056	5,134,250	5,356,210
Compensated Absences Fund	3,808,344	4,000,000	4,000,000	4,000,000
INTERNAL SERVICE	\$ 12,975,130	\$ 12,792,776	\$ 13,316,420	\$ 13,378,020
<u>SPECIAL REVENUE</u>				
Community Fair Fund	\$ 157,057	\$ 154,750	\$ 158,950	\$ 166,500
Major Street Fund	4,006,238	3,716,810	3,485,910	3,800,000
Local Street Fund	1,739,471	1,683,000	1,629,560	1,680,580
Refuse Fund	4,348,180	4,350,640	4,385,730	4,459,180
Budget Stabilization Fund	-	6,800	-	339,000
Comm Dev Block Grant Fund	145,119	228,000	213,290	199,250
SPECIAL REVENUE	\$ 10,396,065	\$ 10,140,000	\$ 9,873,440	\$ 10,644,510
TOTAL ALL FUNDS	\$ 200,754,566	\$ 143,478,966	\$ 156,953,320	\$ 146,641,120

CITY OF TROY

EXPENDITURE COMPARISON

ALL FUNDS

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>CAPITAL</u>				
Capital Fund	\$ 27,465,832	\$ 20,221,350	\$ 40,556,820	\$ 28,409,530
Special Assessment Fund	36,686	2,034,990	2,035,070	433,380
PROP A Streets Fund	10,911,812	-	-	-
PROP B Police/Fire Fund	9,568,047	2,610,230	2,610,000	-
PROP C Recreation Fund	6,524,200	629,000	400,000	-
CAPITAL	\$ 54,506,577	\$ 25,495,570	\$ 45,601,890	\$ 28,842,910
<u>DEBT SERVICE</u>				
General Debt Service Fund	\$ 3,234,065	\$ 5,497,440	\$ 3,649,070	\$ 3,509,690
1995 Bond Debt Retirement	309,625	2,048,090	323,890	-
2000MTF Bond Debt Retirement	1,464,675	228,740	228,740	247,740
PROP A Bond Debt Retirement	697,956	763,180	763,360	776,170
PROP B Bond Debt Retirement	268,808	1,391,380	1,391,440	1,337,280
PROP C Bond Debt Retirement	1,175,574	1,258,330	1,258,510	1,335,320
DEBT SERVICE	\$ 7,150,703	\$ 11,187,160	\$ 7,615,010	\$ 7,206,200
<u>ENTERPRISE</u>				
Sanctuary Lake Golf Course Fund	\$ -	\$ 154,910	\$ 58,910	\$ 1,716,920
Sylvan Glen Golf Course Fund	1,464,039	1,363,900	1,391,060	1,534,930
Aquatic Center Fund	487,423	563,520	628,120	645,460
Sewer Fund	11,441,461	10,392,280	13,299,980	12,103,780
Water Fund	13,499,995	15,110,220	19,553,310	18,935,650
ENTERPRISE	\$ 26,892,918	\$ 27,584,830	\$ 34,931,380	\$ 34,936,740
<u>GENERAL FUND</u>				
General Fund	\$ 52,671,184	\$ 56,559,800	\$ 57,919,380	\$ 59,072,850
GENERAL FUND	\$ 52,671,184	\$ 56,559,800	\$ 57,919,380	\$ 59,072,850
<u>INTERNAL SERVICE</u>				
Unemployment Compensation Fund	\$ 39,195	\$ 42,000	\$ 25,000	\$ 40,000
Worker's Comp Reserve Fund	761,217	613,000	584,000	550,000
Building Operations Maintenance Fund	1,449,567	1,670,340	1,904,810	1,735,630
Information Technology Fund	1,131,879	1,492,780	1,643,380	1,696,180
Fleet Maintenance Fund	4,933,799	4,872,056	5,134,250	5,356,210
Compensated Absences Fund	4,038,203	4,000,000	4,000,000	4,000,000
INTERNAL SERVICE	\$ 12,353,860	\$ 12,690,176	\$ 13,291,440	\$ 13,378,020
<u>SPECIAL REVENUE</u>				
Community Fair Fund	\$ 172,219	\$ 154,750	\$ 180,520	\$ 166,500
Major Street Fund	3,741,820	3,716,810	3,485,910	3,800,000
Local Street Fund	1,686,780	1,594,270	1,629,560	1,680,580
Refuse Fund	4,198,140	4,350,640	4,385,730	4,459,180
Budget Stabilization Fund	-	6,800	-	7,000
Comm Dev Block Grant Fund	145,119	228,000	213,290	199,250
Special Revenue	\$ 9,944,078	\$ 10,051,270	\$ 9,895,010	\$ 10,312,510
TOTAL ALL FUNDS	\$ 163,519,320	\$ 143,568,806	\$ 169,254,110	\$ 153,749,230

**YEAR END
FUND BALANCE COMPARISON
ALL FUNDS**

Fund No.	DESCRIPTION	2001 Actual	2002 Actual	2003 Estimate	2004 Budget
	<u>GENERAL FUND</u>				
101	General Fund	\$ 21,960,109	\$ 21,426,730	\$ 18,186,980	\$14,906,800
	<u>SPECIAL REVENUE FUNDS</u>				
202	Major Street Fund	\$ 2,259,180	\$ 2,031,778	\$ 1,904,968	\$ 1,624,968
203	Local Street Fund	1,441,726	1,412,637	1,501,367	1,485,787
226	Refuse Fund	1,752,874	1,622,573	1,340,333	889,153
257	Budget Stabilization Fund	-	-	668,000	1,000,000
280	Community Development Block Grant	-	-	-	-
103	Community Fair Fund	(50,987)	(15,162)	-	-
	TOTAL SPECIAL REVENUE FUNDS	\$ 5,402,793	\$ 5,051,826	\$ 5,414,668	\$ 4,999,908
	<u>DEBT SERVICE FUNDS</u>				
301	General Debt Service Fund	\$ 11,498,680	\$ 13,543,103	\$ 12,043,353	\$11,430,063
320	1995 Bond Debt Service Fund	-	-	-	-
354	2000 MTF Debt Service Fund	-	-	-	-
355	Proposal 'A' Streets Debt Service Fund	-	-	-	-
356	Proposal 'B' Police-Fire Fac. Debt Service Fund	-	-	-	-
357	Proposal 'C' Recreation Debt Service Fund	-	-	-	-
	TOTAL DEBT SERVICE FUNDS	\$ 11,498,680	\$ 13,543,103	\$ 12,043,353	\$11,430,063
	<u>CAPITAL PROJECTS/SPECIAL ASSESSMENT FUNDS</u>				
401	Capital Projects Fund	\$ 15,953,617	\$ 26,815,972	\$ 17,620,332	\$ 5,006,552
403	Special Assessment Fund	9,847,767	10,659,453	9,164,463	9,131,083
406	Proposal 'B' Police-Fire Facilities Fund	(2,758,912)	2,173,041	-	-
407	Proposal 'C' Recreation Fund	(7,201,286)	13,998	-	-
	TOTAL CAPITAL PROJECTS/SPECIAL ASSESSMENT FUNDS	\$ 15,841,186	\$ 39,662,464	\$ 26,784,795	\$14,137,635
	TOTAL ALL FUNDS	\$ 54,702,768	\$ 79,684,123	\$ 62,429,796	\$45,474,406

NOTE: Enterprise and Internal Service Fund Retained Earnings are not shown as the Audit shows these amounts.



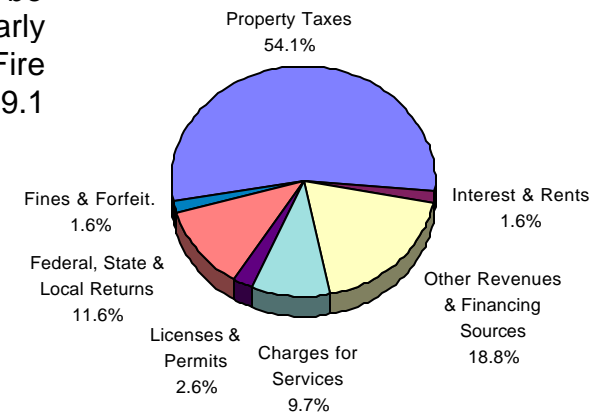
City of Troy

How the City Allocates Its Money

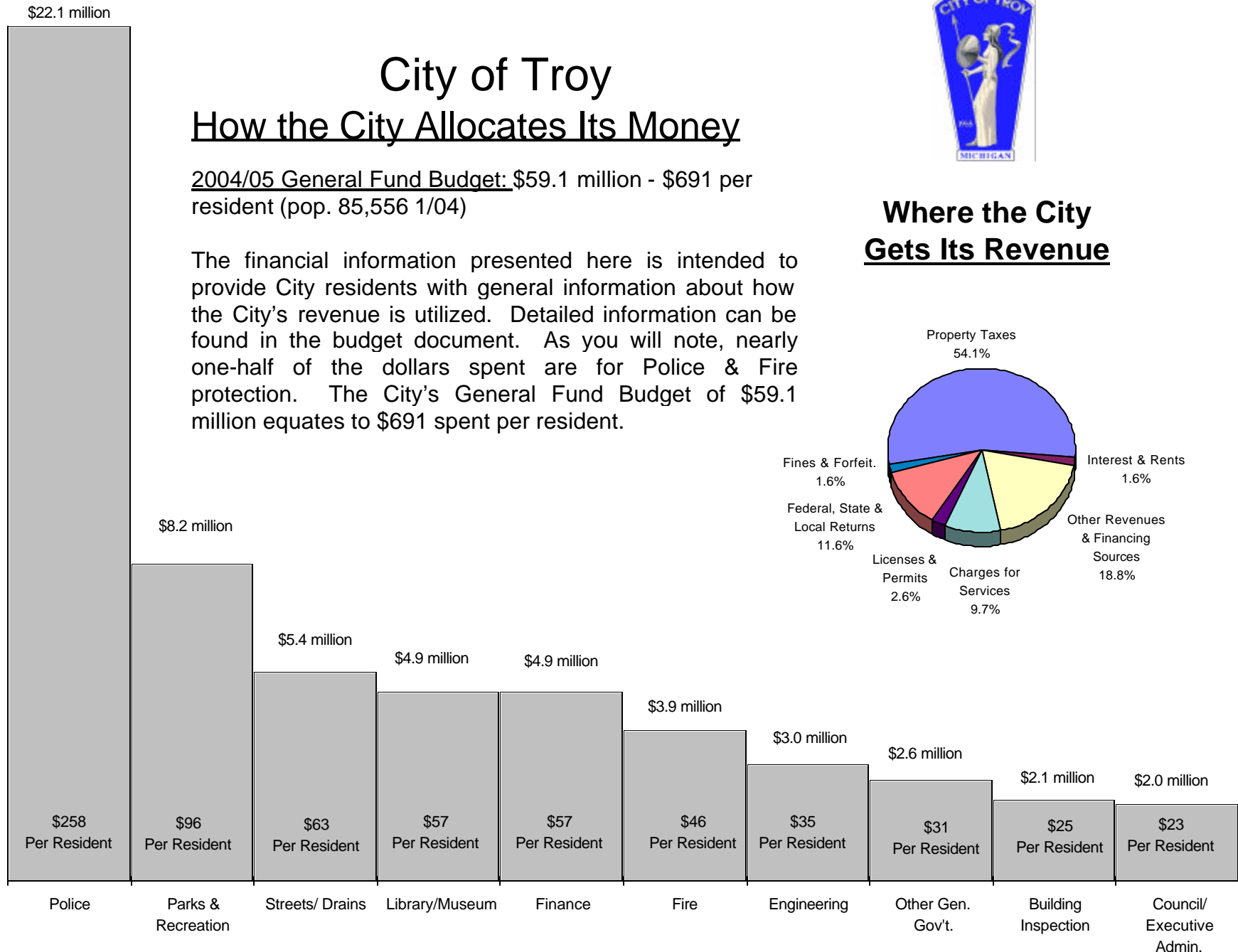
2004/05 General Fund Budget: \$59.1 million - \$691 per resident (pop. 85,556 1/04)

The financial information presented here is intended to provide City residents with general information about how the City's revenue is utilized. Detailed information can be found in the budget document. As you will note, nearly one-half of the dollars spent are for Police & Fire protection. The City's General Fund Budget of \$59.1 million equates to \$691 spent per resident.

Where the City Gets Its Revenue



-32-



MILLAGE RATES FOR TROY CITIZENS

TAXING ENTITY	1998/99	199/00	2000/01	2001/02	2002/03	2003/04	2004/05
<u>TAX RATE SHOWN IN MILLS</u>							
Troy School District	\$ 11.71	\$11.36	\$ 10.70	\$ 10.06	\$ 9.74	\$ 9.43	\$ 9.43
Oakland County Government	4.66	4.65	4.65	4.64	4.65	4.65	4.65
Oakland County Community College	1.65	1.63	1.61	1.60	1.61	1.60	1.60
Intermediate School District	2.12	2.10	2.08	3.45	3.42	3.40	3.40
S.M.A.R.T.	0.33	0.33	0.32	0.32	0.60	0.60	0.60
State Education	6.00	6.00	6.00	6.00	6.00	5.00	6.00
City of Troy	9.48	9.48	9.48	9.48	9.45	9.45	9.45
TOTAL MILLAGE RATES	\$ 35.95	\$35.55	\$ 34.84	\$ 35.55	\$ 35.47	\$ 34.13	\$ 35.13

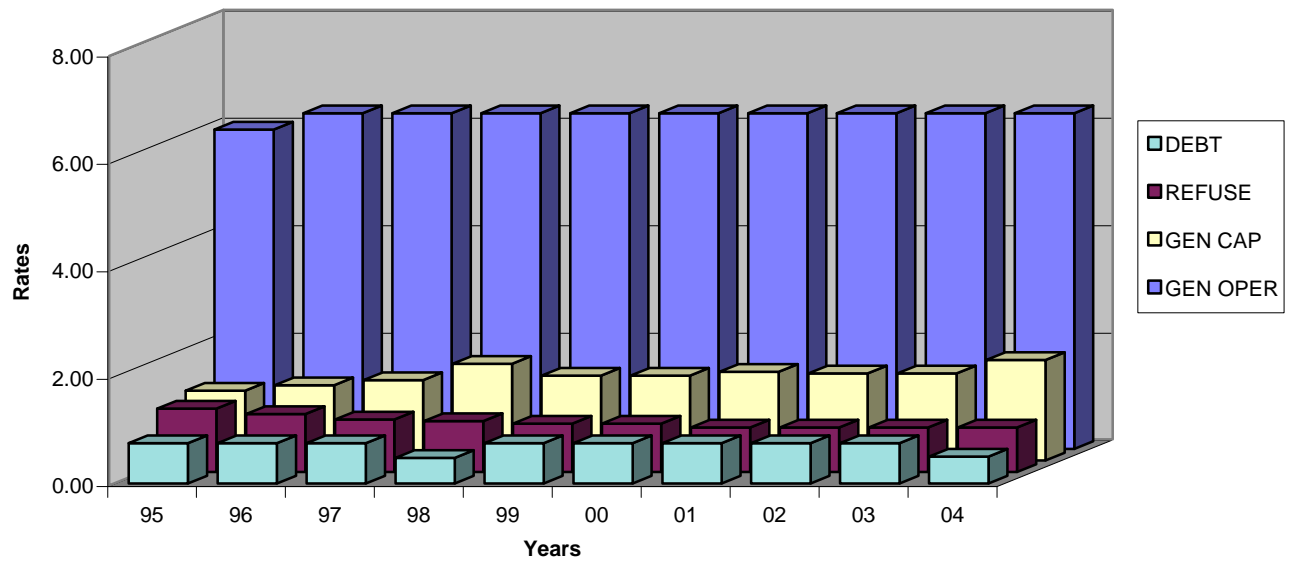
Note: Millage rates are estimated for other taxing jurisdictions.

Average Residential Taxable Value 83,992 88,524 90,477 95,798 103,432 106,864 111,203

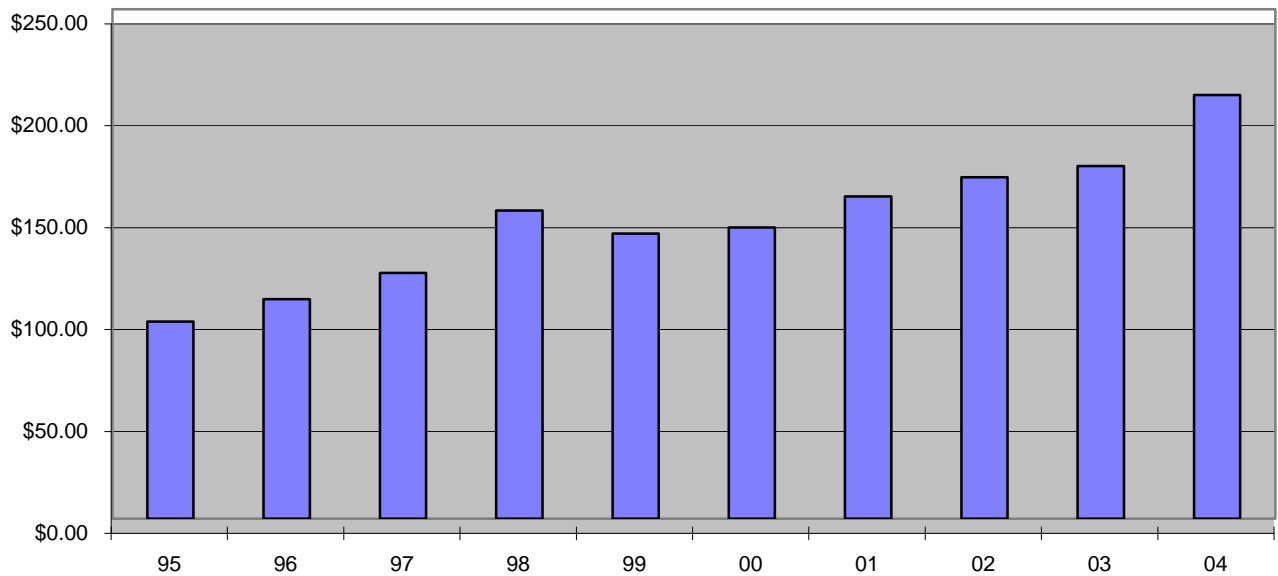
TAXING ENTITY	1998/99	199/00	2000/01	2001/02	2002/03	2003/04	2004/05
<u>AVERAGE TAX RATES SHOWN IN DOLLARS</u>							
Troy School District	\$984	\$1,006	\$968	\$964	\$1,007	\$1,041	\$ 1,049
Oakland County Government	391	412	421	445	480	497	517
Oakland County Community College	139	144	147	154	166	172	178
Intermediate School District	178	186	190	199	354	365	378
S.M.A.R.T.	28	29	30	31	62	64	67
State Education	504	531	543	575	621	534	667
City of Troy	796	839	858	908	977	1,010	1,051
TOTAL DOLLARS	\$3,020	\$3,147	\$3,157	\$3,276	\$3,667	\$3,683	\$3,907

Note: Average tax rates are based on residential homestead property within the Troy School District.

City of Troy Millage Rates

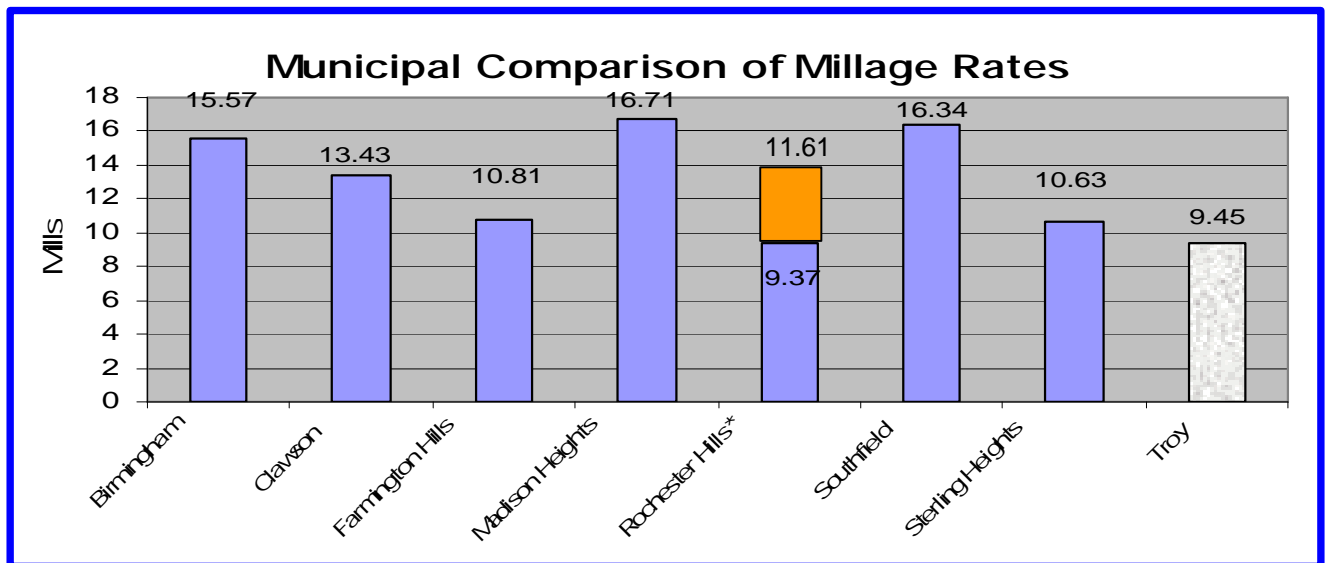


Average City Taxes Paid for Capital Improvements



SUMMARY OF MILLAGE REQUIREMENTS

	1997-98	1998-99	1999-00	2000-01	2001-02	2002-03	2003-04	Proposed 2004-05
Gen. Oper.	6.25	6.25	6.25	6.25	6.25	6.25	6.25	6.25
Refuse	0.98	0.95	0.90	0.90	0.83	0.83	0.83	0.83
Capital	1.50	1.80	1.58	1.58	1.65	1.62	1.62	1.87
Debt	0.75	0.48	0.75	0.75	0.75	0.75	0.75	0.50
Total	9.48	9.48	9.48	9.48	9.48	9.45	9.45	9.45

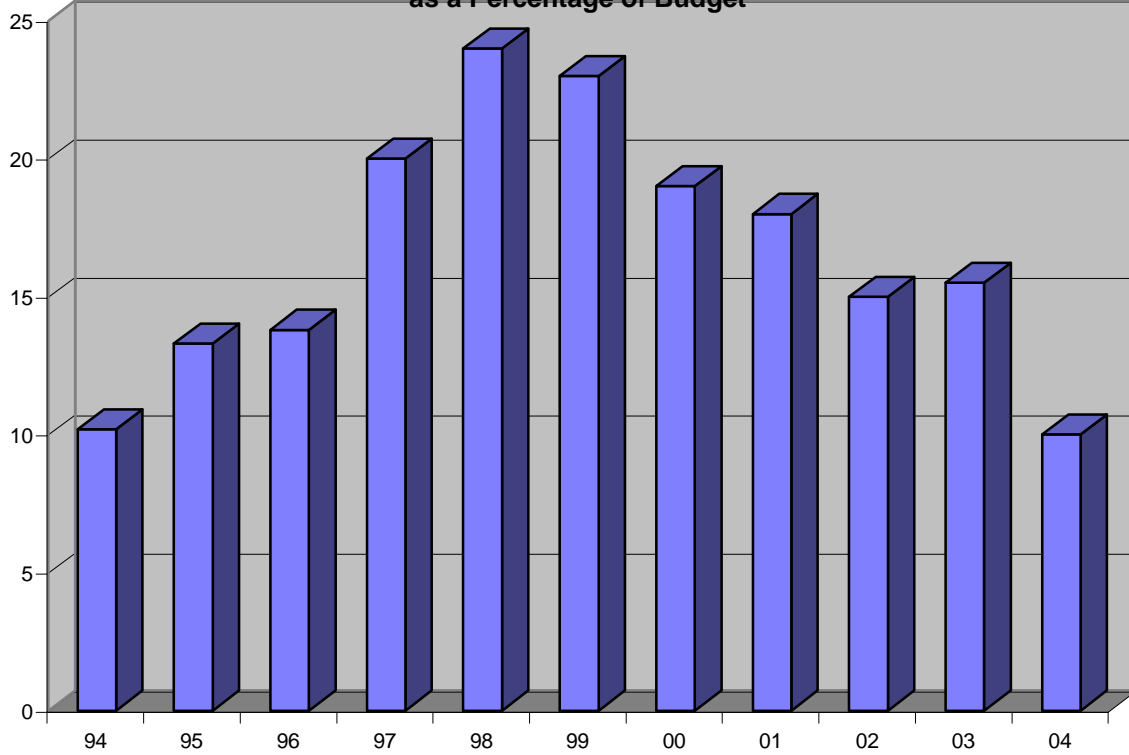


*Including estimate tax rate for refuse collection.

**CITY OF TROY
GENERAL FUND
REVENUE, EXPENDITURES AND
FUND BALANCE**

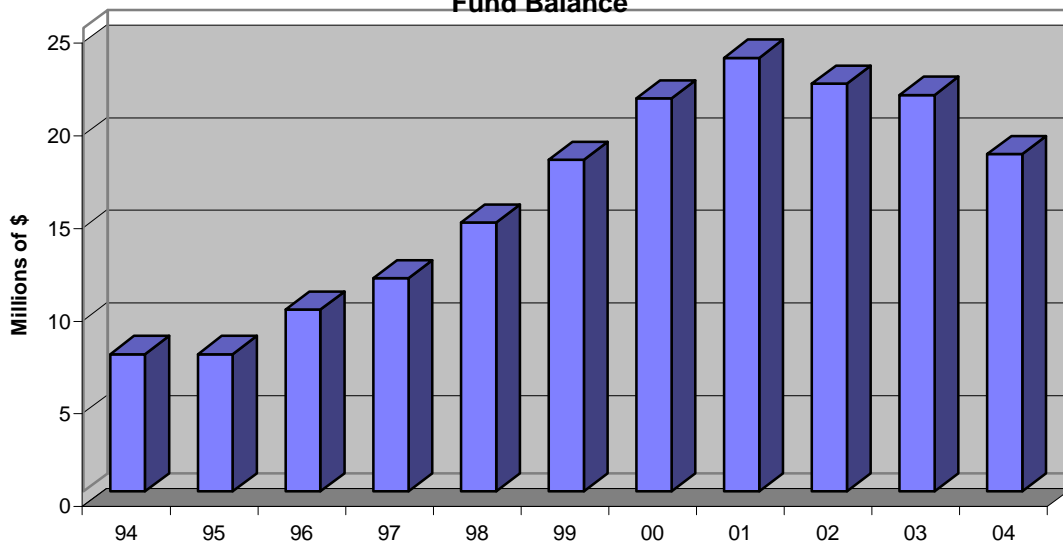
DESCRIPTION	2000 Actual	2001 Actual	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>						
Taxes	\$ 27,295,287	\$ 29,085,526	\$ 30,399,278	\$ 30,852,940	\$ 31,065,440	\$ 31,996,690
Licenses & Permits	2,048,206	1,522,133	1,449,003	1,493,350	1,568,500	1,517,000
Federal Grants	111,937	69,453	213,137	42,210	50,000	22,000
State Grants	8,366,634	8,492,956	7,749,165	7,146,000	7,637,000	6,645,000
Contributions - Local	118,646	159,268	142,450	170,560	120,000	135,000
Charges for Services	4,750,271	4,915,656	5,662,443	5,587,300	5,681,760	5,723,600
Fines and Forfeits	1,061,310	1,171,749	896,833	846,000	1,027,000	975,000
Interest and Rents	1,623,268	1,155,235	696,307	661,200	1,040,700	954,000
Other Revenue	399,843	364,693	367,207	387,340	350,940	450,110
REVENUE	\$ 45,775,402	\$ 46,936,669	\$ 47,575,823	\$ 47,186,900	\$ 48,541,340	\$ 48,418,400
<u>OTHER FINANCING SOURCES</u>						
Operating Transfer In	\$ 7,306,505	\$ 8,987,970	\$ 7,899,144	\$ 9,550,440	\$ 9,378,040	\$ 10,654,450
TOTAL REVENUE AND SOURCES	\$ 53,081,907	\$ 55,924,639	\$ 55,474,967	\$ 56,737,340	\$ 57,919,380	\$ 59,072,850
<u>EXPENDITURES</u>						
Building Inspection	\$ 1,500,807	\$ 1,697,480	\$ 1,811,704	\$ 1,947,860	\$ 1,978,860	\$ 2,075,770
Council/Executive Administration	1,518,969	1,705,181	1,853,599	1,904,040	1,956,950	2,025,620
Engineering	2,461,572	2,634,796	2,600,192	2,815,030	3,018,400	3,013,880
Finance	3,685,811	3,919,479	4,168,062	4,346,850	4,642,530	4,840,690
Fire	2,871,401	3,313,576	3,579,858	3,682,950	3,683,410	3,899,000
Library/Museum	3,499,982	4,042,658	4,474,276	4,622,920	4,744,000	4,908,410
Other General Government	1,894,360	1,979,299	2,157,616	2,462,180	2,555,680	2,619,120
Police	18,416,034	19,673,920	19,837,794	20,960,660	21,426,110	22,059,220
Parks & Recreation	5,347,912	6,182,359	7,247,260	7,765,460	7,910,940	8,208,820
Streets	4,356,799	4,495,513	4,930,824	5,373,850	5,324,500	5,412,320
EXPENDITURES	\$ 45,553,647	\$ 49,644,261	\$ 52,661,185	\$ 55,881,800	\$ 57,241,380	\$ 59,062,850
<u>OTHER FINANCING USES</u>						
Operating Transfer Out	1,810,000	2,919,290	10,000	678,000	678,000	10,000
TOTAL EXPENDITURES & USES	\$ 47,363,647	\$ 52,563,551	\$ 52,671,185	\$ 56,559,800	\$ 57,919,380	\$ 59,072,850
Excess of Revenue Over (Under)	5,718,260	3,361,088	2,803,782	177,540	-	-
<u>BEGINNING FUND BALANCE</u>						
General Fund	\$ 17,659,636	\$ 18,599,021	\$ 18,622,948	\$ 18,009,440	\$ 18,009,440	\$ 14,906,800
ENDING FUND BALANCE	\$ 23,377,896	\$ 21,960,109	\$ 21,426,730	\$ 18,186,980	\$ 18,009,440	\$ 14,906,800

**General Fund
Unreserved/Undesignated Fund Balance
as a Percentage of Budget**



Unreserved/Undesignated Fund Balance is the amount available for appropriation

**General Fund
Fund Balance**



This graph shows the cumulative result of excess revenues over (under) expenditures in the General Fund

GENERAL FUND REVENUES

CITY TAXES:

The City's major source of revenue comes from property taxes. This revenue is calculated by multiplying the taxable valuation of the property by the specific tax levy for General Operations. If either of these variables increases or decreases, a relative change to the City tax revenue will be experienced.

In the 2004/05 Budget, operating City tax revenue represents 54.1% of total revenue sources, an increase of \$931,250 or 3.0% over the fiscal year 2003/04 Budget. The City's Taxable Valuation (TV) increased by 2.5% due to new

construction and a 2.3% valuation adjustment on most existing real property.

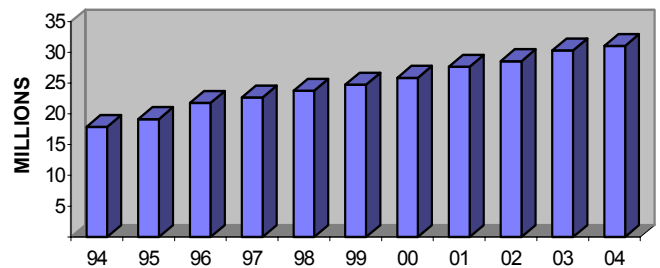
The General Operations tax levy for the 2004/05 fiscal year is 6.25 mills per \$1,000 Taxable Value. The operating millage rate remains at the same level for the past eight years.

The City's total tax rate of 9.45 mills remains at the same level for three straight years. The operating millage rate of 8.12 mills (General Operating – 6.25 and Capital – 1.87) continues to be below the 10.00 millage rate established by City Charter and below the 8.53 Headlee maximum allowable levy.

LICENSES AND PERMITS:

The revenue source of Licenses and Permits is made up of Business Licenses and Permits and Non-Business Licenses and Permits. This revenue source represents 2.6% of total revenue sources.

PROPERTY TAX REVENUE



This revenue is generated by fees charged to individuals and businesses for the building of new structures as well as improvements made to existing structures. Improvements such as central air conditioning, furnace replacement, electrical and plumbing modifications, fences also require permits.

The largest source of revenue is generated by Building Permits, which accounts for \$825,000 or 54.4% of the total Licenses and Permits.

In recognition of the fact that the City is over 94% developed, this source of revenue has been scaled back starting with the 2002/03 Budget. City staff went through an extensive review of all license and permit fees during the 2002/03 fiscal year and fees were adjusted upward to cover the actual cost of services performed. Our fee structure is under continuous review.

FEDERAL, STATE AND LOCAL RETURNS:

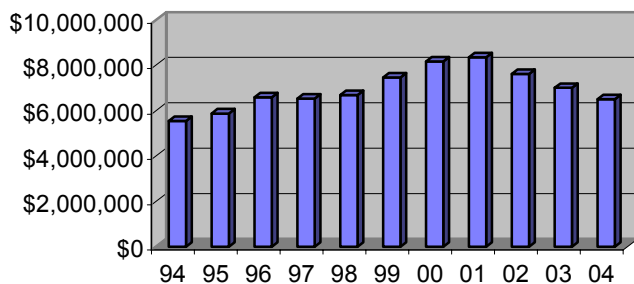
Another major source of revenue to the City is Federal, State & Local returns. This source of revenue is comprised of grants from the Federal, State, and County levels of government. The major source in this revenue category is State revenue sharing. State revenue sharing amounts to \$6.5 million and 11.0% of total General Fund revenue. As can be seen on the following chart, this revenue source has decreased since 2001.

GENERAL FUND REVENUES

The main revenue source the State uses in determining this distribution is sales tax collections. This source of revenue has come under pressure due to the state of the economy. We continue to be conservative in our revenue estimates.

The distribution of State shared revenue is based on population and relative tax efforts at the time of the distribution.

STATE SHARED REVENUE



CHARGES FOR SERVICES:

Charges for services are broken into the following four categories: Fees, Services Rendered, Sales and Uses.

In total, this revenue source generates \$5.7 million or 9.7%, of total General Fund revenue.

The major sources of revenue are CATV franchise fees, Parks & Recreation program fees, Community Center pass fees and Engineering fees. The Community Center and Community Center program revenue is reviewed annually to meet the goals established by City Council.

FINES AND FORFEITS:

The revenues are comprised of County reimbursement of Ordinance violations, Drug Forfeiture proceeds, false alarms and Library book fines.

INTERESTS AND RENTS:

The revenue generated in this category comes from various building rentals and investment income. Investment income is projected to generate \$400,000 in revenue.

Investment income projections are down significantly from previous years due to the current interest rate climate. We will continue to closely monitor this source of revenue during the upcoming year.

OTHER REVENUE:

This source of revenue is comprised of contributions, administrative charges to other funds and refunds. This source of revenue generates \$450,110 or .8% of the General Fund revenue.

OTHER FINANCING SOURCES:

The two main revenue sources are the utilization of the General Fund undesignated unreserved Fund Balance and the transfer from Other Funds. The Major and Local Streets revenue source is made up of State gasoline and weight taxes that are returned to the City based-population and number of miles of streets. The Capital Fund transfer is a reimbursement of prior year advances.

The City has designated a portion of Fund Balance for the past several years as a means to balance the budget. Since we rely on a substantial amount to balance the budget, we take a very conservative approach in projecting revenues and monitor expenditures very closely.

CITY OF TROY
GENERAL FUND
REVENUE SUMMARY BY ACCOUNT

ACCOUNT NUMBER AND NAME	2002 Actual	2003 Projected	2003 Budget	%	2004 Budget	%
4000 REVENUE						
<u>4401 TAXES</u>						
4402 Property Taxes	\$ 28,299,118	\$ 28,643,750	\$ 29,143,750	50.32	\$ 29,875,000	50.57
4423 Mobile Home Tax	1,679	1,690	1,690	0.00	1,690	0.00
4427 Sr Citizen Housing	13,212	20,000	20,000	0.03	20,000	0.03
4445 Tax Penalties & Interest	541,611	600,000	400,000	0.69	550,000	0.93
4447 Administration Fee	1,543,659	1,587,500	1,500,000	2.59	1,550,000	2.62
4401 TAXES	\$ 30,399,279	\$ 30,852,940	\$ 31,065,440	53.64	\$ 31,996,690	54.16
<u>4450 LICENSES & PERMITS</u>						
4452 Electric, Plumbing, Heat	\$ 15,220	\$ 15,000	\$ 18,000	0.03	\$ 16,000	0.03
4455 Service Stations	328	150	6,000	0.01	-	-
4456 Amusements	17,081	16,000	15,000	0.03	16,000	0.03
4475 Other	6,605	6,000	5,000	0.01	5,000	0.01
<u>4451 BUSINESS LICENSES & PERMITS</u>	\$ 39,234	\$ 37,150	\$ 44,000	0.08	\$ 37,000	0.06
4478 Refrigeration & Air Cond	\$ 37,930	\$ 31,000	\$ 45,000	0.08	\$ 35,000	0.06
4479 Building	801,159	800,000	850,000	1.47	825,000	1.40
4480 Electrical	147,243	170,000	170,000	0.29	170,000	0.29
4481 Heating	97,653	95,000	95,000	0.16	95,000	0.16
4482 Plumbing	99,123	110,000	100,000	0.17	105,000	0.18
4483 Animal	31,528	35,000	30,000	0.05	30,000	0.05
4484 Sidewalks	8,600	10,000	10,000	0.02	10,000	0.02
4485 Fence	1,603	2,000	1,500	0.00	2,000	0.00
4486 Sewer Inspection	19,862	22,000	25,000	0.04	22,000	0.04
4487 Right of Way	1,808	6,000	14,000	0.02	10,000	0.02
4488 Multiple Dwelling Inspection	3,700	7,000	12,000	0.02	7,000	0.01
4489 Grading	12,850	15,000	15,000	0.03	15,000	0.03
4490 Fire Protection	56,573	55,000	60,000	0.10	55,000	0.09
4491 Occupancy	32,691	38,000	45,000	0.08	40,000	0.07
4492 Sign	55,146	56,000	50,000	0.09	55,000	0.09
4493 Fireworks	100	-	-	-	-	-
4494 Hazardous Materials	-	2,000	2,000	0.00	2,000	0.00
4500 Miscellaneous	2,200	2,200	-	-	2,000	0.00
4476 NON-BUSINESS LICENSES & PERMITS	\$ 1,409,769	\$ 1,456,200	\$ 1,524,500	2.63	\$ 1,480,000	2.51
4450 LICENSES & PERMITS	\$ 1,449,003	\$ 1,493,350	\$ 1,568,500	2.71	\$ 1,517,000	2.57
<u>4501 FEDERAL GRANTS</u>						
4506 Fed Grant- LLEBG-Mugshot	\$ 23,857	\$ 22,000	\$ 22,000	0.04	\$ 22,000	0.04
4507 Fed Grant - Domestic Prep	-	13,060	-	-	-	-
4509 Fed Grant- Sch Resource	31,378	3,100	-	-	-	-
4511 Fed Grant-Identity TF	125,040	-	-	-	-	-
4524 Fed Grant- JAIBG	32,862	4,050	28,000	0.05	-	-
4501 FEDERAL GRANTS	\$ 213,137	\$ 42,210	\$ 50,000	0.09	\$ 22,000	0.04
<u>4539 STATE GRANTS</u>						
4543.402 Criminal Justice	\$ 30,063	\$ 30,000	\$ 30,000	0.05	\$ 30,000	0.05
4543 State Grants Pub Safety	\$ 30,063	\$ 30,000	\$ 30,000	0.05	\$ 30,000	0.05
4566.LIBRARY Library	\$ 56,671	\$ 65,000	\$ 65,000	0.11	\$ 65,000	0.11
4566 State Grants-Culture	\$ 56,671	\$ 65,000	\$ 65,000	0.11	\$ 65,000	0.11

**CITY OF TROY
GENERAL FUND
REVENUE SUMMARY BY ACCOUNT**

ACCOUNT NUMBER AND NAME		2002 Actual	2003 Projected	2003 Budget	%	2004 Budget	%
4574.020	Liquor Licenses	\$ 43,464	\$ 51,000	\$ 42,000	0.07	\$ 50,000	0.08
4574.030	Sales Tax	7,618,966	7,000,000	7,500,000	12.95	6,500,000	11.00
	4574 State Revenue Sharing	\$ 7,662,430	\$ 7,051,000	\$ 7,542,000	13.02	\$ 6,550,000	11.09
	4539 STATE GRANTS	\$ 7,749,164	\$ 7,146,000	\$ 7,637,000	13.19	\$ 6,645,000	11.25
<u>4580 CONTRIBUTIONS-LOCAL</u>							
4582	Public Safety	\$ 13,978	\$ 20,000	\$ 10,000	0.02	\$ 15,000	0.03
4587	Library-Penal Fines	124,222	120,000	110,000	0.19	120,000	0.20
4588	Library-Mini Grants	4,250	500	-	-	-	-
4589	County-West Nile	-	30,060	-	-	-	-
	4580 CONTRIBUTIONS-LOCAL	\$ 142,450	\$ 170,560	\$ 120,000	0.21	\$ 135,000	0.23
<u>4600 CHARGES FOR SERVICES</u>							
4607.010	Animal Impounds	\$ 825	\$ 1,000	\$ 1,000	0.00	\$ 1,000	0.00
4607.020	Building Board of Appeal	590	800	400	0.00	600	0.00
4607.030	CATV Franchise Fee	702,133	625,000	600,000	1.04	600,000	1.02
4607.040	Non Res Library Card	-	30,000	100	0.00	30,000	0.05
4607.050	Miscellaneous	1,306	3,000	-	-	1,000	0.00
4607.060	Museum Program Fees	35,822	36,000	30,000	0.05	35,000	0.06
4607.070	Plan Review Fee	55,689	70,000	75,000	0.13	70,000	0.12
4607.080	Platting Fees	100	2,000	5,000	0.01	1,000	0.00
4607.100	Sign Appeal Fees	30	-	-	-	-	-
4607.110	Site Plans	19,600	27,000	25,000	0.04	25,000	0.04
4607.130	Telecommunication Fee	76,809	-	250,000	0.43	-	-
4607.135	Telecom - METRO	46,488	278,000	-	-	278,000	0.47
4607.140	Towing Fees	20,250	15,000	25,000	0.04	20,000	0.03
4607.150	Vital Statistics	65,440	80,000	64,000	0.11	75,000	0.13
4607.170	Zoning Board of Appeal	7,230	10,000	14,000	0.02	10,000	0.02
4607.180	Zoning Fees	5,025	10,000	20,000	0.03	10,000	0.02
	4607 Charges/Serv-Fees	\$ 1,037,337	\$ 1,187,800	\$ 1,109,500	1.92	\$ 1,156,600	1.96
4626.010	Cemetery-Open & Close	\$ 6,280	\$ 5,000	\$ 3,000	0.01	\$ 3,000	0.01
4626.020	Court Ordered Pmt & In	10,085	2,000	5,000	0.01	3,000	0.01
4626.030	County Road Maint.	250,020	320,000	390,000	0.67	350,000	0.59
4626.060	DPW Services	11,237	13,000	15,000	0.03	12,000	0.02
4626.070	Duplicating & Photostat	13,799	13,000	10,000	0.02	12,000	0.02
4626.080	Election Services	1,031	1,000	2,000	0.00	1,000	0.00
4626.085	School Elections	-	-	-	-	10,000	0.02
4626.090	Engineering Fees	1,821,630	800,000	800,000	1.38	800,000	1.35
4626.100	Landsc/Tree Pres Plan	6,040	15,000	15,000	0.03	15,000	0.03
4626.110	Microfilming	5,719	6,000	6,000	0.01	6,000	0.01
4626.120	Miscellaneous	21,363	30,000	30,000	0.05	30,000	0.05
4626.125	Passports	2,850	45,000	75,000	0.13	75,000	0.13
4626.130	Police Services-Cont.	73,292	73,000	60,000	0.10	70,000	0.12
4626.140	Police Insp Reports	39,310	40,000	50,000	0.09	40,000	0.07
4626.145	Police APCO Training	-	6,000	8,100	0.01	5,500	0.01
4626.170	ROW Fees	26,040	150,000	150,000	0.26	150,000	0.25
4626.210	Soil Erosion	21,495	25,000	25,000	0.04	25,000	0.04
4626.220	Special ROW Maint	42,495	40,000	35,000	0.06	40,000	0.07
4626.230	Weed Cutting	34,070	25,000	40,000	0.07	30,000	0.05
	4626 Charges/Serv-Render	\$ 2,386,756	\$ 1,609,000	\$ 1,719,100	2.97	\$ 1,677,500	2.84

**CITY OF TROY
GENERAL FUND
REVENUE SUMMARY BY ACCOUNT**

ACCOUNT NUMBER AND NAME	2002 Actual	2003 Projected	2003 Budget	%	2004 Budget	%
4642.010 Abandoned Vehicles	\$ 23,559	\$ 20,000	\$ 30,000	0.05	\$ 20,000	0.03
4642.020 Auction Confiscated Prop.	12,896	10,000	5,000	0.01	10,000	0.02
4642.050 Landscaping & Greenbelt	(45,693)	116,000	75,000	0.13	50,000	0.08
4642.070 Miscellaneous	1,574	2,500	4,000	0.01	2,000	0.00
4642.080 Printed Materials	4,265	4,000	5,000	0.01	4,000	0.01
4642.100 Recreation & OEC Merch	20,095	20,000	14,000	0.02	18,000	0.03
4642.115 Senior Store	3,104	10,000	-	-	15,000	0.03
4642.120 Sign Installations	1,676	4,000	5,000	0.01	4,000	0.01
4642.130 Smart Tickets	4,798	5,000	5,500	0.01	5,000	0.01
4642.140 Street Lighting	7,347	7,000	5,500	0.01	7,000	0.01
4642.150 Tree Planting	13,869	14,000	10,000	0.02	12,000	0.02
4642 Charges/Serv-Sales	\$ 47,490	\$ 212,500	\$ 159,000	0.27	\$ 147,000	0.25
4651.040 Miscellaneous	\$ 303	\$ 4,000	\$ 4,000	0.01	\$ 500	0.00
4651.050 Outdoor Education Center	45,740	45,000	45,000	0.08	50,000	0.08
4651.070 Senior Citizen Activities	5,485	5,000	5,000	0.01	10,000	0.02
4651.075 Community Center Passes	606,728	750,000	889,500	1.54	870,000	1.47
4651.076 CC Swim Programs	104,879	109,000	101,080	0.17	110,000	0.19
4651.077 CC Fitness Classes	73,442	115,000	137,000	0.24	137,000	0.23
4651.078 CC Programs/Events	10,253	20,000	32,000	0.06	25,000	0.04
4651.080 Summer Program	756,115	770,000	786,580	1.36	780,000	1.32
4651.090 Winter Program	587,911	760,000	694,000	1.20	760,000	1.29
4651 Charges/Serv-Use/Administration	\$ 2,190,856	\$ 2,578,000	\$ 2,694,160	4.65	\$ 2,742,500	4.64
4600 CHARGES FOR SERVICES	\$ 5,662,439	\$ 5,587,300	\$ 5,681,760	9.81	\$ 5,723,600	9.69
<u>4655 FINES AND FORFEITS</u>						
4655.010 County Reimbursement-Court	\$ 459,960	\$ 425,000	\$ 500,000	0.86	\$ 450,000	0.76
4655.020 Drug Forfeiture Proceed	131,823	110,000	200,000	0.35	200,000	0.34
4655.030 False Alarms-Fire	15,300	20,000	10,000	0.02	15,000	0.03
4655.040 False Alarms-Police	176,144	180,000	220,000	0.38	200,000	0.34
4655.050 Library-Book Fines	94,466	90,000	85,000	0.15	90,000	0.15
4655.060 O.U.I.L Reimbursement	19,140	20,000	12,000	0.02	20,000	0.03
4655.070 Bond Processing Fees	-	1,000	-	-	-	-
4655 FINES AND FORFEITS	\$ 896,833	\$ 846,000	\$ 1,027,000	1.77	\$ 975,000	1.65
<u>4664 INTEREST AND RENTS</u>						
4667.010 Building Rent	\$ 251,453	\$ 250,000	\$ 250,000	0.43	\$ 250,000	0.42
4667.016 Communication Tower Rent	\$ 98,800	\$ 22,500	\$ -	-	\$ 96,000	0.16
4667.020 Concession Stand Rental	2,980	10,000	15,000	0.03	10,000	0.02
4667.025 Community Center Rent	55,898	90,000	125,000	0.22	134,000	0.23
4667.030 Gazebo Rental	-	1,500	200	0.00	2,000	0.00
4667.045 Library Café Rental	6,133	6,000	6,000	0.01	6,000	0.01
4667.050 Library Rent-AV	14,875	17,000	13,000	0.02	15,000	0.03
4667.060 Library Rent-Books	3,172	3,000	4,000	0.01	3,000	0.01
4667.075 Miscellaneous	6	8,700	-	-	10,500	0.02
4667.085 Parking Lot (SMART)	1,500	1,500	1,500	0.00	1,500	0.00
4667.095 Tennis Bubble Rent	26,300	26,000	26,000	0.04	26,000	0.04
4667 Rent Income	\$ 461,117	\$ 436,200	\$ 440,700	0.76	\$ 554,000	0.94
4669.020 Investment Income	\$ 235,191	\$ 225,000	\$ 600,000	1.04	\$ 400,000	0.68
4669 Investment Income	\$ 235,191	\$ 225,000	\$ 600,000	1.04	\$ 400,000	0.68
4664 INTEREST AND RENTS	\$ 696,308	\$ 661,200	\$ 1,040,700	1.80	\$ 954,000	1.61

**CITY OF TROY
GENERAL FUND
REVENUE SUMMARY BY ACCOUNT**

ACCOUNT NUMBER AND NAME	2002 Actual	2003 Projected	2003 Budget	%	2004 Budget	%
<u>4671 OTHER REVENUE</u>						
4675.040 Contrib-Library	\$ 279	\$ -	\$ -	-	\$ -	-
4675.060 Contrib-Miscellaneous	1,500	1,000	1,000	0.00	1,000	0.00
4675.070 Contrib-Museum	45	10,000	-	-	-	-
4675.080 Contrib-PD	6,919	5,000	5,000	0.01	5,000	0.01
4675.090 Contrib-PD-Recovery	-	2,300	-	-	-	-
4675.110 Contrib-P&R	1,859	6,000	1,000	0.00	2,000	0.00
4675 Contributions-Private	\$ 10,602	\$ 24,300	\$ 7,000	0.01	\$ 8,000	0.01
<u>4676 REIMBURSEMENTS</u>						
4676.010 Reimbursements	\$ 4,145	\$ 1,100	\$ -	-	\$ -	-
4676 Reimbursements	\$ 4,145	\$ 1,100	\$ -	-	\$ -	-
4677.226 Adm Charge-Refuse	\$ 25,400	\$ 26,420	\$ 26,420	0.05	\$ 30,000	0.05
4677.301 Adm Charge-Debt Services	38,200	39,730	39,730	0.07	40,920	0.07
4677.583 Adm Charge-Sanc Lk GC	-	-	-	-	40,000	0.07
4677.584 Adm Charge-Golf Course	19,210	19,980	19,980	0.03	40,000	0.07
4677.590 Adm Charge-Sewer	101,720	105,790	105,790	0.18	108,960	0.18
4677.591 Adm Charge-Water	101,720	105,790	105,790	0.18	125,000	0.21
4677.661 Adm Charge-Motor Pool	31,950	33,230	33,230	0.06	34,230	0.06
4677 Administrative Charges	\$ 318,200	\$ 330,940	\$ 330,940	0.57	\$ 419,110	0.71
4687.010 Refunds-Legal Fees	\$ 2,907	\$ 18,000	\$ -	-	\$ 10,000	0.02
4687.040 Rebates	\$ 6,280	\$ 3,000	\$ 3,000	0.01	\$ 3,000	0.01
4687 Refunds & Rebates	\$ 9,187	\$ 21,000	\$ 3,000	0.01	\$ 13,000	0.02
4695 Miscellaneous	25,074	10,000	10,000	0.02	10,000	0.02
4671 OTHER REVENUE	\$ 367,208	\$ 387,340	\$ 350,940	0.61	\$ 450,110	0.76
 4000 REVENUE	 \$ 47,575,821	 \$ 47,186,900	 \$ 48,541,340	 83.81	 \$ 48,418,400	 81.96
 8695 OTHER FINANCING SOURCES						
<u>8699 OPERATING TRANSFER IN</u>						
8699.101 Transfer From General	\$ 3,322,000	\$ 3,417,290	\$ 3,417,290	5.90	\$ 3,099,430	5.25
8699.202 Transfer From M/S Fund	1,791,820	1,966,810	1,735,910	3.00	1,800,000	3.05
8699.203 Transfer From L/S Fund	1,686,780	1,594,270	1,629,560	2.81	1,680,580	2.84
8699.248 Transfer From DDA	248,344	344,480	279,320	0.48	459,300	0.78
8699.250 Transfer From Brownfield	-	10,000	10,000	0.02	10,000	0.02
8699.257 Transfer From Budget St	-	6,800	-	-	7,000	0.02
8699.401 Transfer From Capital	-	1,408,000	1,408,000	2.43	2,768,000	4.69
8699.590 Transfer From Sewer	850,200	802,790	897,960	1.55	830,140	1.41
8699 OPERATING TRANSFER IN	\$ 7,899,144	\$ 9,550,440	\$ 9,378,040	16.19	\$ 10,654,450	18.04
 8695 OTHER FINANCING SOURCES	 \$ 7,899,144	 \$ 9,550,440	 \$ 9,378,040	 16.19	 \$ 10,654,450	 18.04
 1010 GENERAL FUND REVENUE	 \$ 55,474,965	 \$ 56,737,340	 \$ 57,919,380		 \$ 59,072,850	

**CITY OF TROY
GENERAL FUND
EXPENDITURE SUMMARY BY DEPARTMENT**

DESCRIPTION		2002 Actual	2003 Projected	2003 Budget	2004 Budget	% Change 2004
BIN	Building Inspection					
	371 BUILDING INSPECTION	\$ 1,811,704	\$ 1,947,860	\$ 1,978,860	\$ 2,075,770	4.90
BIN	Building Inspection	\$ 1,811,704	\$ 1,947,860	\$ 1,978,860	\$ 2,075,770	4.90
CC	Council/Executive Admin.					
	102 COUNCIL	\$ 89,303	\$ 88,130	\$ 90,480	\$ 85,640	(0.90)
	172 MANAGER	750,138	780,970	770,890	799,960	3.80
	210 ATTORNEY	1,014,159	1,034,940	1,095,580	1,140,020	4.10
CC	Council/Executive Admin.	\$ 1,853,600	\$ 1,904,040	\$ 1,956,950	\$ 2,025,620	3.70
ENG	Engineering					
	442 ENGINEERING - PROJECTS	\$ 906,374	\$ 967,900	\$ 1,070,680	\$ 1,085,770	1.40
	443 ENGINEERING - SUBDIVISION	48,939	62,150	122,190	72,440	(40.70)
	444 ENGINEERING - GENERAL	1,438,134	1,554,100	1,576,150	1,606,630	1.90
	446 TRAFFIC ENGINEERING	206,744	230,880	249,380	249,040	(0.10)
ENG	Engineering	\$ 2,600,191	\$ 2,815,030	\$ 3,018,400	\$ 3,013,880	(0.10)
FIN	Finance					
	192 ELECTIONS	\$ 189,507	\$ 141,030	\$ 144,750	\$ 204,460	41.30
	201 ACCOUNTING	853,325	965,190	975,790	990,760	1.50
	209 ASSESSING	835,226	803,790	905,320	879,690	(2.80)
	215 CLERK	420,231	454,480	464,550	488,210	5.10
	223 INDEPENDENT AUDIT	42,183	54,560	45,000	50,000	11.10
	227 HUMAN RESOURCES	468,294	481,510	517,270	549,580	6.20
	233 PURCHASING	345,508	356,780	348,560	371,750	6.70
	247 BOARD OF REVIEW	1,118	1,640	1,700	1,640	(3.50)
	253 TREASURER	446,799	488,000	593,820	584,820	(1.50)
	748 COMMUNITY AFFAIRS	565,871	599,870	645,770	719,780	12.50
FIN	Finance	\$ 4,168,062	\$ 4,346,850	\$ 4,642,530	\$ 4,840,690	4.40
FIR	Fire					
	337 FIRE ADMINISTRATION	\$ 256,251	\$ 252,950	\$ 249,280	\$ 265,740	6.60
	338 FIRE OPERATIONS	805,175	812,280	822,160	835,070	1.60
	340 FIRE COMPANIES	893,706	997,300	978,550	1,071,650	9.50
	341 FIRE PREVENTION	918,915	941,260	928,450	1,003,400	8.10
	343 FIRE COMMUNICATIONS	133,245	140,490	152,490	141,730	(7.10)
	344 FIRE HALLS	572,566	538,670	552,480	581,410	5.20
FIR	Fire	\$ 3,579,858	\$ 3,682,950	\$ 3,683,410	\$ 3,899,000	5.90
LIB	Library/Museum					
	790 LIBRARY	\$ 4,031,920	\$ 4,225,230	\$ 4,331,890	\$ 4,450,680	2.70
	804 MUSEUM BUILDINGS	418,038	373,650	387,070	448,430	15.90
	807 MUSEUM GROUNDS	24,317	24,040	25,040	9,300	(62.90)
LIB	Library/Museum	\$ 4,474,275	\$ 4,622,920	\$ 4,744,000	\$ 4,908,410	3.50

**CITY OF TROY
GENERAL FUND
EXPENDITURE SUMMARY BY DEPARTMENT**

DESCRIPTION		2002 Actual	2003 Projected	2003 Budget	2004 Budget	% Change 2004
OGG	Other General Government					
	265 CITY HALL	\$ 787,072	\$ 1,009,560	\$ 1,093,410	\$ 1,103,590	0.90
	268 DISTRICT COURT	203,187	216,370	216,060	237,960	10.10
	269 FIRE-POLICE TRAINING CENT	101,009	102,540	111,570	94,300	(15.50)
	400 PLANNING	483,031	518,450	507,030	533,910	5.30
	405 PLAN COMMISSION	27,948	23,940	32,700	36,590	11.90
	410 BOARD OF ZONING APPEALS	7,770	9,450	9,450	9,570	1.30
	740 REAL ESTATE & DEV.	547,600	581,870	585,460	603,200	3.00
OGG	Other General Government	\$ 2,157,617	\$ 2,462,180	\$ 2,555,680	\$ 2,619,120	2.50
OTH	Other					
	965 TRANSFERS OUT	\$ 10,000	\$ 678,000	\$ 678,000	\$ 10,000	(98.50)
OTH	Other	\$ 10,000	\$ 678,000	\$ 678,000	\$ 10,000	(98.50)
POL	Police					
	305 POLICE ADMINISTRATION	\$ 1,409,801	\$ 1,360,460	\$ 1,377,100	\$ 1,417,140	2.90
	306 COPS SCHOOL RES. GRANT	77,867	2,920	-	-	-
	307 CRIMINAL INVESTIGATIONS	1,321,822	1,434,290	1,446,770	1,704,000	17.80
	308 CRIME INFORMATION UNIT	185,843	310,730	325,470	337,550	3.70
	309 SPECIAL INVEST. UNIT	542,239	602,190	603,190	635,420	5.30
	311 DRUG ENFORCEMENT	313,841	283,420	271,670	287,150	5.70
	312 OAKLAND MACOMB INTERDICTI	88,549	5,030	-	-	-
	313 SOC COMM POLICING TASK	125,048	25,230	131,230	-	(100.00)
	314 JUVENILE UNIT	677,904	598,330	710,690	682,970	(3.90)
	315 UNIFORM PATROL	7,378,653	8,272,920	8,343,050	8,676,030	4.00
	316 K NINE	448,529	482,610	461,770	479,360	3.80
	317 DIRECTED PATROL	518,151	585,720	561,980	583,700	3.90
	318 TRAFFIC UNIT	1,339,484	1,473,380	1,463,240	1,534,950	4.90
	319 CROSSING GUARDS	37,677	33,770	42,780	44,540	4.10
	321 CRIMINAL JUSTICE TRAINING	27,809	30,000	30,000	30,000	-
	322 TRAINING	315,335	356,200	346,210	359,230	3.80
	325 COMMUNICATIONS	1,775,210	1,836,030	1,867,640	1,949,060	4.40
	326 STAFF SERVICES - RECORDS	471,479	490,960	480,280	511,540	6.50
	327 COURT OFFICERS	214,228	221,520	212,270	-	(100.00)
	328 ANIMAL CONTROL	255,208	278,620	290,680	292,290	0.60
	329 LOCKUP	897,470	858,500	853,430	910,860	6.70
	330 PLANNING SECTION	93,405	60,650	125,800	118,070	(6.10)
	333 PROPERTY/AUTO POUND	124,073	128,860	135,370	139,650	3.20
	334 RESEARCH & TECHNOLOGY	402,228	453,770	432,200	462,310	7.00
	335 COMMUNITY SERVICES	795,942	774,550	913,290	903,400	(1.10)
POL	Police	\$ 19,837,795	\$20,960,660	\$ 21,426,110	\$ 22,059,220	3.00
REC	Parks and Recreation					
	276 CEMETERY MAINTENANCE	\$ 37,677	\$ 43,640	\$ 53,540	\$ 52,660	(1.60)
	752 PARKS ADMINISTRATION	1,338,035	1,336,260	1,129,480	1,141,070	1.00

**CITY OF TROY
GENERAL FUND
EXPENDITURE SUMMARY BY DEPARTMENT**

DESCRIPTION		2002 Actual	2003 Projected	2003 Budget	2004 Budget	% Change 2004
	753 SUMMER PROGRAM	\$ 651,696	\$ 709,210	\$ 751,430	\$ 752,900	0.20
	754 WINTER PROGRAM	696,304	677,390	657,230	710,030	8.00
	755 COMMUNITY CENTER	1,881,341	2,058,240	2,284,580	2,299,800	0.70
	756 CIVIC CENTER MAINTENANCE	191,582	238,900	234,200	241,360	3.10
	758 PARKS GARAGE	56,306	66,630	74,310	73,760	(0.70)
	759 ATHLETIC FIELD MAINTENANCE	236,238	244,300	269,620	266,870	(1.00)
	770 PARKS MAINTENANCE	713,994	894,020	1,023,380	951,990	(7.00)
	771 NATURE CENTER	414,834	411,260	420,430	414,140	(1.50)
	772 PARK EQUIPMENT REPAIR	57,194	67,050	58,570	68,920	17.70
	773 PARKS-SPECIAL EVENTS	37,308	25,600	62,840	46,260	(26.40)
	774 MAJOR TREE MAINTENANCE	19,395	17,460	13,470	20,520	52.30
	775 MAJOR TREE PLANTING	7,163	8,080	8,080	10,000	23.80
	776 MAJOR TREE STORM DAMAGE	2,632	2,930	2,360	3,910	65.70
	777 LOCAL TREE MAINTENANCE	313,261	292,130	270,410	349,090	29.10
	778 LOCAL TREE PLANTING	68,664	83,000	80,790	84,410	4.50
	779 LOCAL TREE STORM DAMAGE	17,778	18,730	11,670	19,650	68.40
	780 STREET ISLAND MTNCE-MAJOR	174,366	192,760	181,380	196,270	8.20
	781 STREET ISLAND MTNCE-LOCAL	16,877	18,350	28,490	22,890	(19.70)
	782 ST ISLAND MTNCE-NORTHFIEL	61,265	65,040	65,360	74,770	14.40
	783 STREET ISLAND MTNCE-DDA	253,349	294,480	229,320	407,550	77.70
REC	Parks and Recreation	\$ 7,247,259	\$ 7,765,460	\$ 7,910,940	\$ 8,208,820	3.80
STS	Streets					
	448 STREET LIGHTING	\$ 372,843	\$ 363,180	\$ 363,180	\$ 390,750	7.60
	464 MAJOR SURFACE MAINTENANCE	505,636	507,300	557,620	552,390	(0.90)
	465 MAJOR GUARD RAILS & POSTS	2,391	4,520	6,330	6,370	0.60
	466 MAJOR SWEEPING	66,544	74,530	92,310	82,820	(10.30)
	469 MAJOR DRAIN STRUCTURES	124,281	112,310	115,220	115,620	0.30
	470 MAJOR ROADSIDE CLEANUP	14,265	21,830	15,010	16,060	7.00
	471 MAJOR GRASS & WEED CONTROL	110,930	109,460	123,570	124,290	0.60
	475 MAJOR SIGNS	37,758	41,210	36,810	41,210	12.00
	477 MAJOR MARKINGS	67,476	83,390	86,730	90,530	4.40
	478 MAJOR SNOW & ICE CONTROL	383,063	421,430	386,600	397,900	2.90
	479 MAJOR ADMINISTRATION	575,128	590,830	315,710	372,770	18.10
	481 LOCAL SURF MTNCE - GRAVEL	23,857	43,580	51,790	49,710	(4.00)
	482 LOCAL SURF MTNCE - ASPHALT	107,408	216,170	338,430	182,870	(46.00)
	483 LOCAL SURF MTNCE - CONCRETE	164,752	166,990	-	178,370	-
	485 LOCAL GUARD RAILS & POSTS	6,716	7,600	8,030	8,480	5.60
	486 LOCAL SWEEPING	124,375	152,260	168,130	169,280	0.70
	489 LOCAL DRAIN STRUCTURES	209,536	226,780	277,170	275,980	(0.40)
	490 LOCAL ROADSIDE CLEANUP	2,462	8,200	8,250	8,330	1.00
	491 LOCAL GRASS & WEED CONTROL	3,901	5,490	3,800	5,400	42.10
	492 LOCAL DUST CONTROL	33,309	150	-	-	-
	495 LOCAL SIGNS	160,417	148,260	165,150	167,090	1.20
	497 LOCAL MARKINGS	2,888	18,930	25,990	24,470	(5.80)
	498 LOCAL SNOW & ICE CONTROL	369,180	402,630	382,580	407,500	6.50
	499 LOCAL ADMINISTRATION	174,681	197,230	200,240	203,100	1.40
	500 COUNTY SURFACE MAINTENANCE	15,321	18,600	18,860	20,600	9.20
	502 COUNTY SNOW & ICE CONTROL	311,142	329,400	312,130	332,040	6.40
	503 COUNTY ADMINISTRATION	15,360	15,900	22,010	22,690	3.10
	507 COUNTY SWEEPING	73,449	86,010	97,810	93,440	(4.50)

**CITY OF TROY
GENERAL FUND
EXPENDITURE SUMMARY BY DEPARTMENT**

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget	% Change 2004
511 S/W MAINTENANCE-SNOW CONT	\$ 18,840	\$ 21,600	\$ 11,240	\$ 21,400	90.40
512 S/W MAINTENANCE-GENERAL	107,640	113,380	148,930	136,430	(8.40)
513 SIDEWALK ADMINISTRATION	9,449	10,140	22,360	22,740	1.70
514 RETENTION PONDS	250,037	250,650	263,150	261,820	(0.50)
515 OPEN DRAIN MAINTENANCE	101,077	127,600	207,650	133,170	(35.90)
516 DRAINS ADMINISTRATION	214,446	230,830	232,180	238,210	2.60
517 STORM SEWER & RYD	124,945	193,710	194,980	196,940	1.00
519 WEEDS	45,322	51,770	64,550	61,550	(4.60)
STS Streets	\$ 4,930,825	\$ 5,373,850	\$ 5,324,500	\$ 5,412,320	1.60
00101 GENERAL FUND	\$ 52,671,186	\$56,559,800	\$ 57,919,380	\$ 59,072,850	2.00

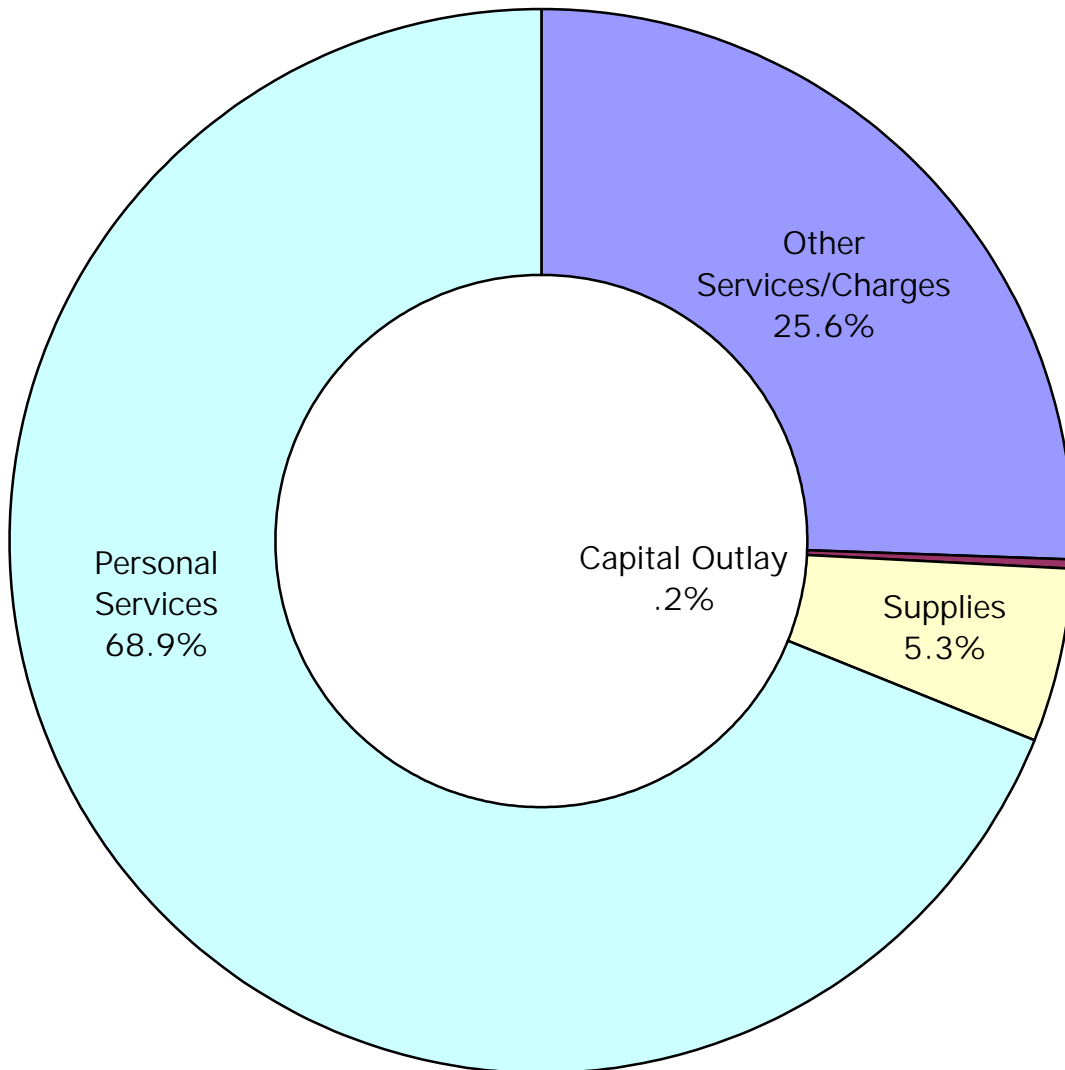
**CITY OF TROY
GENERAL FUND
BUDGETARY CENTERS BY OBJECT**

DESCRIPTION	2000 Actual	2001 Actual	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>BUILDING INSPECTION</u>						
Personal Services Control	\$ 1,351,582	\$ 1,530,516	\$ 1,647,310	\$ 1,773,790	\$ 1,801,690	\$ 1,894,380
Supplies	8,231	7,676	8,901	9,100	9,100	9,100
Other Services/Charges	140,867	159,288	155,493	164,970	168,070	172,290
Capital Outlay	127	-	-	-	-	-
BUILDING INSPECTION	\$ 1,500,807	\$ 1,697,480	\$ 1,811,704	\$ 1,947,860	\$ 1,978,860	\$ 2,075,770
<u>COUNCIL/EXECUTIVE ADMIN.</u>						
Personal Services Control	\$ 1,150,184	\$ 1,359,295	\$ 1,483,324	\$ 1,529,730	\$ 1,497,970	\$ 1,576,600
Supplies	37,291	41,310	40,558	56,010	31,900	28,950
Other Services/Charges	309,726	290,721	326,136	318,300	427,080	420,070
Capital Outlay	21,768	13,855	3,581	-	-	-
COUNCIL/EXECUTIVE ADMIN.	\$ 1,518,969	\$ 1,705,181	\$ 1,853,599	\$ 1,904,040	\$ 1,956,950	\$ 2,025,620
<u>ENGINEERING</u>						
Personal Services Control	\$ 1,799,134	\$ 2,037,050	\$ 2,062,526	\$ 2,239,560	\$ 2,353,370	\$ 2,393,260
Supplies	27,531	43,123	34,273	25,800	35,250	32,100
Other Services/Charges	618,225	542,177	482,836	535,670	615,780	570,120
Capital Outlay	16,682	12,447	20,557	14,000	14,000	18,400
ENGINEERING	\$ 2,461,572	\$ 2,634,797	\$ 2,600,192	\$ 2,815,030	\$ 3,018,400	\$ 3,013,880
<u>FINANCE</u>						
Personal Services Control	\$ 2,941,093	\$ 3,198,185	\$ 3,406,946	\$ 3,442,670	\$ 3,624,180	\$ 3,769,300
Supplies	132,716	156,458	169,526	174,140	174,760	169,390
Other Services/Charges	610,313	564,836	591,590	730,040	843,590	902,000
Capital Outlay	1,689	-	-	-	-	-
FINANCE	\$ 3,685,811	\$ 3,919,479	\$ 4,168,062	\$ 4,346,850	\$ 4,642,530	\$ 4,840,690
<u>FIRE</u>						
Personal Services Control	\$ 1,154,052	\$ 1,369,265	\$ 1,518,525	\$ 1,536,550	\$ 1,526,910	\$ 1,637,960
Supplies	73,180	339,159	343,786	297,350	299,250	312,700
Other Services/Charges	1,409,793	1,527,676	1,688,496	1,794,000	1,792,200	1,908,340
Capital Outlay	234,377	77,476	29,051	55,050	65,050	40,000
FIRE	\$ 2,871,402	\$ 3,313,576	\$ 3,579,858	\$ 3,682,950	\$ 3,683,410	\$ 3,899,000
<u>LIBRARY/MUSEUM</u>						
Personal Services Control	\$ 2,150,597	\$ 2,382,142	\$ 2,616,734	\$ 2,709,760	\$ 2,770,790	\$ 2,900,160
Supplies	84,793	103,832	110,018	874,800	869,050	881,600
Other Services/Charges	985,023	885,308	1,034,981	1,038,360	1,104,160	1,126,650
Capital Outlay	279,568	671,376	712,542	-	-	-
LIBRARY/MUSEUM	\$ 3,499,981	\$ 4,042,658	\$ 4,474,275	\$ 4,622,920	\$ 4,744,000	\$ 4,908,410
<u>OTHER GENERAL GOVT.</u>						
Personal Services Control	\$ 853,623	\$ 862,956	\$ 935,226	\$ 985,850	\$ 991,300	\$ 1,029,380
Supplies	17,227	28,004	29,519	32,950	37,660	33,460
Other Services/Charges	1,020,594	1,086,436	1,192,871	1,443,380	1,526,720	1,556,280
Capital Outlay	2,916	1,903	-	-	-	-
OTHER GENERAL GOVT.	\$ 1,894,360	\$ 1,979,299	\$ 2,157,616	\$ 2,462,180	\$ 2,555,680	\$ 2,619,120

**CITY OF TROY
GENERAL FUND
BUDGETARY CENTERS BY OBJECT**

DESCRIPTION	2000 Actual	2001 Actual	2002 Actual	2003 Projected	2003 Budget	2004 Budget
OTHER						
Operating Transfer Out	\$ 1,810,000	\$ 2,919,290	\$ 10,000	\$ 678,000	\$ 678,000	\$ 10,000
OTHER	\$ 1,810,000	\$ 2,919,290	\$ 10,000	\$ 678,000	\$ 678,000	\$ 10,000
POLICE						
Personal Services Control	\$ 15,512,355	\$ 16,472,562	\$ 16,742,348	\$ 17,722,150	\$ 18,071,940	\$ 18,822,740
Supplies	297,805	311,633	369,245	400,830	403,320	410,380
Other Services/Charges	2,412,025	2,755,047	2,638,870	2,764,980	2,878,150	2,752,100
Capital Outlay	193,850	134,678	87,331	72,700	72,700	74,000
POLICE	\$ 18,416,035	\$ 19,673,920	\$ 19,837,794	\$ 20,960,660	\$ 21,426,110	\$ 22,059,220
PARKS AND RECREATION						
Personal Services Control	\$ 2,492,316	\$ 3,002,685	\$ 3,647,409	\$ 3,776,140	\$ 3,832,280	\$ 3,903,300
Supplies	408,790	439,351	513,008	535,260	543,720	554,470
Other Services/Charges	2,426,066	2,712,899	3,080,819	3,454,060	3,534,940	3,751,050
Capital Outlay	20,741	27,425	6,024	-	-	-
PARKS AND RECREATION	\$ 5,347,913	\$ 6,182,360	\$ 7,247,260	\$ 7,765,460	\$ 7,910,940	\$ 8,208,820
STREETS						
Personal Services Control	\$ 2,072,704	\$ 2,321,160	\$ 2,496,405	\$ 2,772,450	\$ 2,754,210	\$ 2,756,020
Supplies	591,627	428,040	580,769	715,990	701,870	708,830
Other Services/Charges	1,662,776	1,659,152	1,853,650	1,885,410	1,868,420	1,947,470
Capital Outlay	29,693	87,161	-	-	-	-
STREETS	\$ 4,356,800	\$ 4,495,513	\$ 4,930,824	\$ 5,373,850	\$ 5,324,500	\$ 5,412,320
GENERAL FUND	\$ 47,363,650	\$ 52,563,553	\$ 52,671,184	\$ 56,559,800	\$ 57,919,380	\$ 59,072,850

2004/05 GENERAL FUND EXPENDITURES BY OBJECT



TOTAL GENERAL FUND BUDGET IS \$59,072,850

This graph shows expenditures by object as a percent of the General Fund.

CITY OF TROY
GENERAL FUND
EXPENDITURE HISTORY BY DEPARTMENT

DESCRIPTION	2000 Actual	2001 Actual	2002 Actual	2003 Budget	2004 Budget
<u>BUILDING INSPECTION</u>					
Building Inspection	\$ 1,500,807	\$ 1,697,480	\$ 1,811,704	\$ 1,978,860	\$ 2,075,770
BUILDING INSPECTION	\$ 1,500,807	\$ 1,697,480	\$ 1,811,704	\$ 1,978,860	\$ 2,075,770
<u>COUNCIL/EXECUTIVE ADMIN.</u>					
Council	\$ 87,888	\$ 91,092	\$ 89,303	\$ 90,480	\$ 85,640
Manager	615,633	711,644	750,138	770,890	799,960
Attorney	815,448	902,445	1,014,159	1,095,580	1,140,020
COUNCIL/EXECUTIVE ADMIN.	\$ 1,518,969	\$ 1,705,181	\$ 1,853,600	\$ 1,956,950	\$ 2,025,620
<u>ENGINEERING</u>					
Engineering - Projects	\$ 911,319	\$ 927,249	\$ 906,374	\$ 1,070,680	\$ 1,085,770
Engineering - Subdivisions	117,196	101,678	48,939	122,190	72,440
Engineering - General	1,237,962	1,386,652	1,438,134	1,576,150	1,606,630
Traffic Engineering	195,095	219,217	206,744	249,380	249,040
ENGINEERING	\$ 2,461,572	\$ 2,634,796	\$ 2,600,191	\$ 3,018,400	\$ 3,013,880
<u>FINANCE</u>					
Elections	\$ 123,586	\$ 122,498	\$ 189,507	\$ 144,750	\$ 204,460
Accounting	758,065	851,496	853,325	975,790	990,760
Assessing	695,365	787,947	835,226	905,320	879,690
Clerk	398,096	370,731	420,231	464,550	488,210
Independent Audit	42,050	41,424	42,183	45,000	50,000
Human Resources	465,240	454,680	468,294	517,270	549,580
Purchasing	290,936	318,454	345,508	348,560	371,750
Board of Review	1,204	1,258	1,118	1,700	1,640
Treasurer	464,594	456,242	446,799	593,820	584,820
Community Affairs	446,675	514,749	565,871	645,770	719,780
FINANCE	\$ 3,685,811	\$ 3,919,479	\$ 4,168,062	\$ 4,642,530	\$ 4,840,690
<u>FIRE</u>					
Fire Administration	\$ 218,749	\$ 232,979	\$ 256,251	\$ 249,280	\$ 265,740
Fire Operations	585,573	795,804	805,175	822,160	835,070
Fire Companies	708,583	773,278	893,706	978,550	1,071,650
Fire Prevention	726,015	854,286	918,915	928,450	1,003,400
Fire Communications	143,860	134,791	133,245	152,490	141,730
Fire Halls	488,621	522,437	572,566	552,480	581,410
FIRE	\$ 2,871,401	\$ 3,313,575	\$ 3,579,858	\$ 3,683,410	\$ 3,899,000

**CITY OF TROY
GENERAL FUND
EXPENDITURE HISTORY BY DEPARTMENT**

DESCRIPTION	2000 Actual	2001 Actual	2002 Actual	2003 Budget	2004 Budget
<u>LIBRARY/MUSEUM</u>					
Library	\$ 3,194,187	\$ 3,658,862	\$ 4,031,920	\$ 4,331,890	\$ 4,450,680
Outreach-Ext. Service	2,622	-	-	-	-
Museum Buildings	274,256	362,338	418,038	387,070	448,430
Museum Grounds	28,917	21,458	24,317	25,040	9,300
LIBRARY/MUSEUM	\$ 3,499,982	\$ 4,042,658	\$ 4,474,275	\$ 4,744,000	\$ 4,908,410
<u>OTHER GENERAL GOVERNMENT</u>					
City Hall	\$ 733,230	\$ 771,419	\$ 787,072	\$ 1,093,410	\$ 1,103,590
District Court	208,184	193,939	203,187	216,060	237,960
Fire-Police Training Center	-	36,083	101,009	111,570	94,300
Planning	432,152	415,625	483,031	507,030	533,910
Planning Commission	17,837	19,039	27,948	32,700	36,590
Board of Zoning Appeals	8,833	9,063	7,770	9,450	9,570
Real Estate & Development	494,124	534,130	547,600	585,460	603,200
OTHER GENERAL GOVERNMENT	\$ 1,894,360	\$ 1,979,298	\$ 2,157,617	\$ 2,555,680	\$ 2,619,120
<u>OTHER</u>					
Transfers Out	\$ 1,810,000	\$ 2,919,290	\$ 10,000	\$ 678,000	\$ 10,000
OTHER	\$ 1,810,000	\$ 2,919,290	\$ 10,000	\$ 678,000	\$ 10,000
<u>POLICE</u>					
Police Administration	\$ 1,222,544	\$ 1,264,737	\$ 1,409,801	\$ 1,377,100	\$ 1,417,140
COPS School Resource Grant	61,596	69,729	77,867	-	-
Criminal Investigations	1,271,369	1,311,367	1,321,822	1,446,770	1,704,000
Crime Information Unit	188,788	201,408	185,843	325,470	337,550
Special Investigations Unit	490,343	601,379	542,239	603,190	635,420
Auto Theft Prevention Grant	47,993	-	-	-	-
Drug Enforcement	304,864	263,683	313,841	271,670	287,150
Internet Crimes Task Force	68,322	91,004	88,549	-	-
SOC Comm Policing Task Force	138,795	128,799	125,048	131,230	-
Juvenile Unit	620,085	627,834	677,904	710,690	682,970
Uniform Patrol	6,937,425	7,294,520	7,378,653	8,343,050	8,676,030
K Nine	427,130	451,316	448,529	461,770	479,360
Directed Patrol	586,733	511,068	518,151	561,980	583,700
Traffic Unit	1,309,945	1,346,613	1,339,484	1,463,240	1,534,950
Crossing Guards	37,195	42,658	37,677	42,780	44,540
Criminal Justice Training	30,309	27,962	27,809	30,000	30,000
Training	226,283	324,330	315,335	346,210	359,230
Communications	1,644,187	1,780,889	1,775,210	1,867,640	1,949,060
Staff Services - Records	456,700	470,006	471,479	480,280	511,540
Court Officers	179,879	194,321	214,228	212,270	-
Animal Control	252,158	284,058	255,208	290,680	292,290
Lockup	736,332	922,447	897,470	853,430	910,860
Planning Section	140	108,590	93,405	125,800	118,070
Property/Auto Pound	102,544	124,372	124,073	135,370	139,650
Research & Technology	375,724	398,992	402,228	432,200	462,310
Community Service	698,651	831,840	795,942	913,290	903,400
POLICE	\$ 18,416,034	\$ 19,673,922	\$ 19,837,795	\$ 21,426,110	\$ 22,059,220

CITY OF TROY
GENERAL FUND
EXPENDITURE HISTORY BY DEPARTMENT

DESCRIPTION	2000 Actual	2001 Actual	2002 Actual	2003 Budget	2004 Budget
<u>PARKS AND RECREATION</u>					
Cemetery Maintenance	\$ 28,143	\$ 51,927	\$ 37,677	\$ 53,540	\$ 52,660
Parks Administration	1,029,602	1,203,139	1,338,035	1,129,480	1,141,070
Summer Program	666,448	668,406	651,696	751,430	752,900
Winter Program	626,924	635,590	696,304	657,230	710,030
Community Center	770,805	1,110,251	1,881,341	2,284,580	2,299,800
Civic Center Maintenance	187,138	207,983	191,582	234,200	241,360
Parks Garage	42,339	63,992	56,306	74,310	73,760
Athletic Field Maintenance	203,946	213,094	236,238	269,620	266,870
Parks Maintenance	828,779	818,780	713,994	1,023,380	951,990
Nature Center	307,822	378,742	414,834	420,430	414,140
Park Equipment Repair	67,053	58,244	57,194	58,570	68,920
Parks - Special Events	33,037	44,069	37,308	62,840	46,260
Major Tree Maintenance	38,000	11,976	19,395	13,470	20,520
Major Tree Planting	367	2,190	7,163	8,080	10,000
Major Tree Storm Damage	676	1,085	2,632	2,360	3,910
Local Tree Maintenance	157,357	265,150	313,261	270,410	349,090
Local Tree Planting	55,185	59,502	68,664	80,790	84,410
Local Tree Storm Damage	6,143	9,475	17,778	11,670	19,650
Street Island Maint - Major	129,014	163,937	174,366	181,380	196,270
Street Island Maint - Local	15,771	15,359	16,877	28,490	22,890
Street Island Maint - Northfld Hills	30,815	50,819	61,265	65,360	74,770
Street Island Maintenance - DDA	122,545	148,650	253,349	229,320	407,550
PARKS AND RECREATION	\$ 5,347,909	\$ 6,182,360	\$ 7,247,259	\$ 7,910,940	\$ 8,208,820
<u>STREETS</u>					
Street Lighting	\$ 356,915	\$ 300,827	\$ 372,843	\$ 363,180	\$ 390,750
Major Surface Maintenance	473,466	563,823	505,636	557,620	552,390
Major Guard Rails & Posts	3,403	658	2,391	6,330	6,370
Major Sweeping	102,213	79,769	66,544	92,310	82,820
Major Drain Structures	94,621	104,151	124,281	115,220	115,620
Major Roadside Cleanup	15,793	8,403	14,265	15,010	16,060
Major Grass and Weed Control	73,180	111,689	110,930	123,570	124,290
Major Signs	20,364	24,903	37,758	36,810	41,210
Major Markings	62,322	43,970	67,476	86,730	90,530
Major Snow & Ice Control	373,330	180,113	383,063	386,600	397,900
Major Administration	578,528	574,752	575,128	315,710	372,770
Local Surface Maint. - Gravel	35,696	40,245	23,857	51,790	49,710
Local Surface Maint. - Asphalt	75,758	83,052	107,408	338,430	182,870
Local Surface Maint. - Concrete	163,978	183,655	164,752	-	178,370
Local Guard Rails & Posts	3,984	5,730	6,716	8,030	8,480
Local Sweeping	87,935	156,094	124,375	168,130	169,280
Local Drain Structures	190,691	247,093	209,536	277,170	275,980
Local Roadside Cleanup	5,872	4,241	2,462	8,250	8,330
Local Grass & Weed Control	1,512	1,047	3,901	3,800	5,400
Local Dust Control	10,273	22,604	33,309	-	-
Local Signs	105,913	166,522	160,417	165,150	167,090
Local Markings	16,305	10,504	2,888	25,990	24,470
Local Snow & Ice Control	407,330	175,095	369,180	382,580	407,500
Local Administration	221,493	248,305	174,681	200,240	203,100
County Surface Maintenance	30,898	17,635	15,321	18,860	20,600

CITY OF TROY
GENERAL FUND
EXPENDITURE HISTORY BY DEPARTMENT

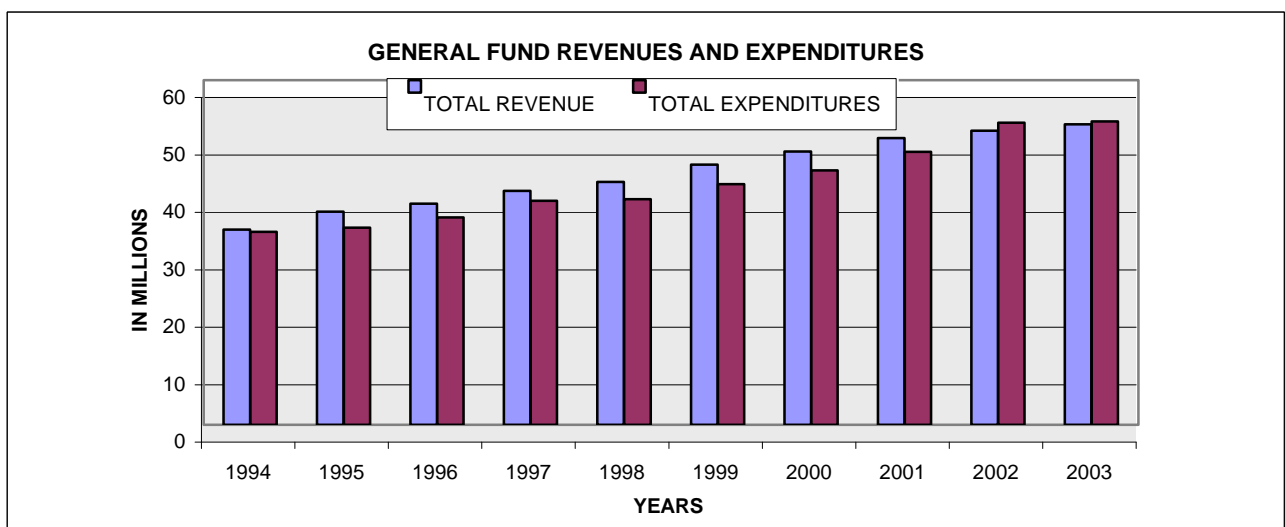
DESCRIPTION	2000 Actual	2001 Actual	2002 Actual	2003 Budget	2004 Budget
County Snow & Ice Control	\$ 192,389	\$ 171,360	\$ 311,142	\$ 312,130	\$ 332,040
County Administration	14,058	14,632	15,360	22,010	22,690
County Sweeping	97,421	81,774	73,449	97,810	93,440
S/W Maintenance - Snow Control	3,961	6,254	18,840	11,240	21,400
S/W Maintenance - General	65,376	122,954	107,640	148,930	136,430
Sidewalk Administration	23,818	15,313	9,449	22,360	22,740
Retention Ponds	182,501	230,081	250,037	263,150	261,820
Open Drain Maintenance	78,965	149,548	101,077	207,650	133,170
Drains Administration	28,281	170,194	214,446	232,180	238,210
Storm Sewer & RYD	101,354	126,016	124,945	194,980	196,940
Weeds	56,902	52,504	45,322	64,550	61,550
STREETS	\$ 4,356,799	\$ 4,495,510	\$ 4,930,825	\$ 5,324,500	\$ 5,412,320
GENERAL FUND	\$ 47,363,644	\$ 52,563,549	\$ 52,671,186	\$ 57,919,380	\$ 59,072,850

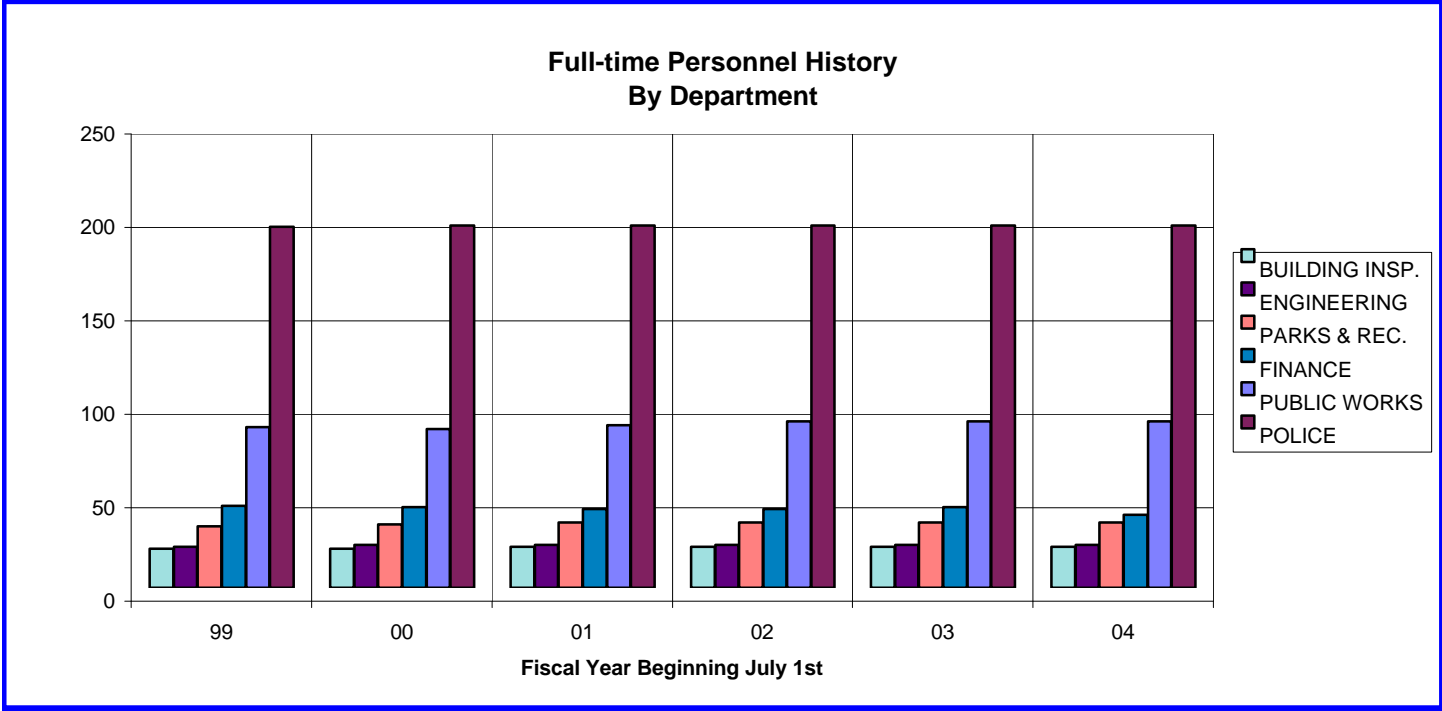
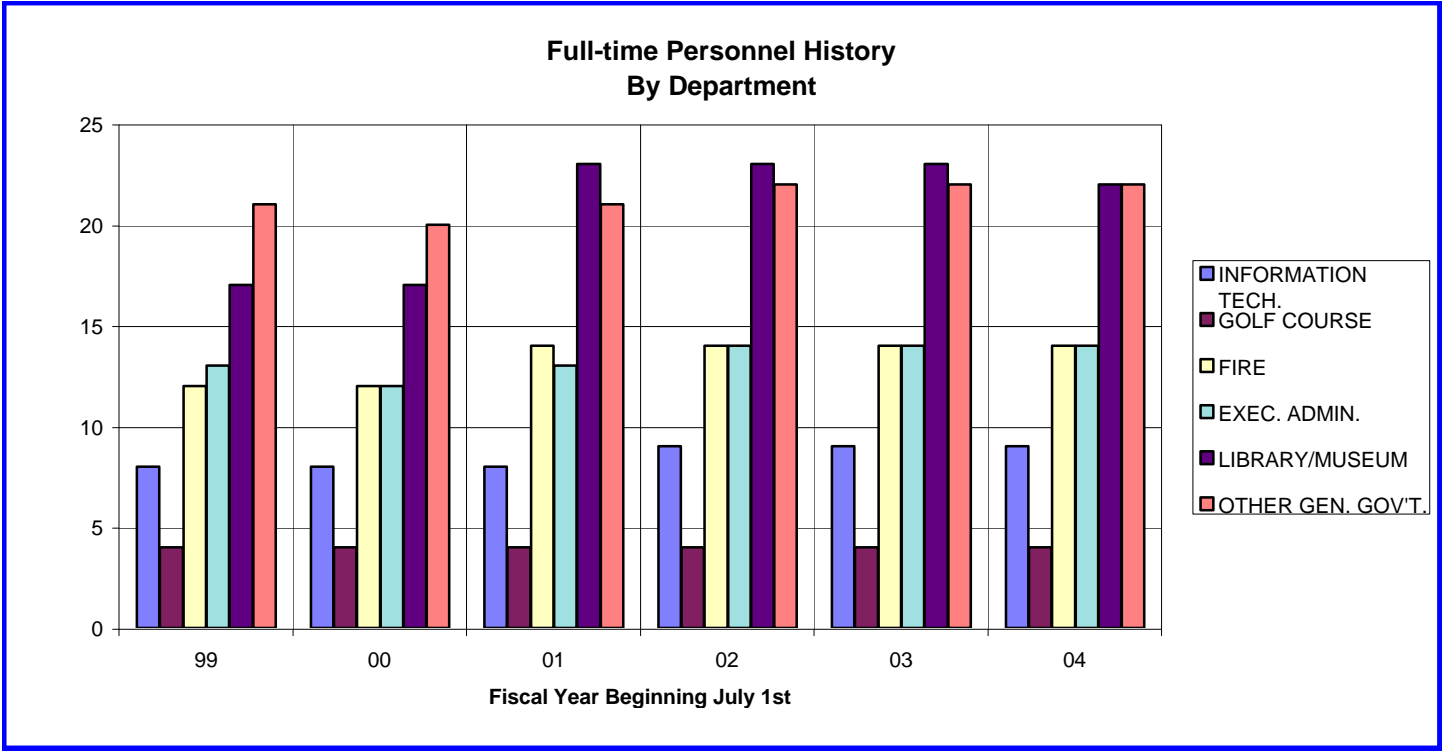
CITY OF TROY
GENERAL FUND
EXPENDITURES SUMMARY BY ACCOUNT

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	%	2004 Budget	%
7000 EXPENSES						
7701 PERSONAL SERVICE CONTROL						
7702 Personal Service	\$ 25,053,969	\$ 26,726,020	\$ 27,386,910	47.28	\$ 27,984,930	47.37
7703 Elected & Appointed	22,725	23,650	26,100	0.05	26,100	0.04
7704 Election Inspectors	68,083	25,000	40,000	0.07	70,000	0.12
7705 Holiday	-	-	-	-	-	-
7706 Personal Business	-	-	-	-	-	-
7707 S/A Supplement	-	-	-	-	-	-
7708 Union Business	-	-	-	-	-	-
7709 Funeral Leave	-	-	-	-	-	-
7710 Injury Leave	-	-	-	-	-	-
7711 Jury Duty	-	-	-	-	-	-
7715 FICA	1,906,807	2,029,620	2,079,460	3.59	2,124,240	3.60
7716 Disab Pay-Volunteer FF	7,810	-	10,000	0.02	6,000	0.01
7717 Workers Comp & Unemp	582,624	469,200	483,800	0.84	466,640	0.79
7718 Sick Pay Allowance	1,055,868	1,109,035	1,069,840	1.85	1,319,340	2.23
7719 Hosp & Life Ins	3,575,441	3,705,110	3,686,120	6.36	3,727,950	6.31
7720 Vacation	1,557,608	1,574,075	1,584,980	2.74	1,934,680	3.28
7722 Retirement	2,725,819	2,826,940	2,857,430	4.93	3,023,220	5.12
7701 PERSONAL SERVICE CONTROL	\$ 36,556,754	\$ 38,488,650	\$ 39,224,640	67.72	\$ 40,683,100	68.87
7726 SUPPLIES						
7728 Office Supplies	\$ 261,005	\$ 244,580	\$ 246,410	0.43	\$ 239,860	0.41
7730 Postage	192,682	194,440	193,590	0.33	184,120	0.31
7735 Photographic Supplies	2,103	2,850	3,700	0.01	2,950	0.00
7736 Supplies for Resale	18,523	15,000	14,000	0.02	15,000	0.03
7740 Operating Supplies	860,248	1,649,420	1,650,560	2.85	1,685,540	2.85
7751 Gasoline & Oil	9,093	11,000	6,700	0.01	7,800	0.01
7766 Tools	4,116	34,000	43,150	0.07	41,000	0.07
7768 Uniforms	220,137	225,490	230,970	0.40	228,720	0.39
7774 Repair/Mtnce Supplies	631,694	745,450	716,800	1.24	735,990	1.25
7726 SUPPLIES	\$ 2,199,601	\$ 3,122,230	\$ 3,105,880	5.36	\$ 3,140,980	5.32
7800 OTHER SERVICES/CHARGES						
7801 Professional Services	\$ 910,609	\$ 906,820	\$ 1,008,280	1.74	\$ 1,019,560	1.73
7802 Contractual Services	3,442,726	3,691,060	3,859,810	6.66	3,869,400	6.55
7814 Computer Services	1,225,490	1,345,900	1,341,550	2.32	1,424,260	2.41
7816 Consultant Services	307,220	362,000	452,000	0.78	427,000	0.72
7835 Health Services	26,192	108,360	143,000	0.25	38,830	0.07
7850 Communications	151,760	103,160	104,280	0.18	98,400	0.17
7860 Transportation	94,529	93,050	96,570	0.17	93,820	0.16
7880 Community Promotion	67,923	71,600	74,180	0.13	125,900	0.21
7900 Printing & Publishing	266,945	289,360	320,820	0.55	307,940	0.52
7905 Other Fees	63,227	69,000	72,000	0.12	70,000	0.12
7920 Public Utilities	1,809,589	2,052,930	2,058,270	3.55	2,322,510	3.93
7940 Rentals	2,873,781	3,030,240	3,080,050	5.32	3,091,990	5.23

CITY OF TROY
GENERAL FUND
EXPENDITURES SUMMARY BY ACCOUNT

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	%	2004 Budget	%
7950 Insurance-Other	\$ 239,490	\$ 242,570	\$ 241,490	0.42	\$ 240,270	0.41
7951 Advertising	10,268	11,000	12,000	0.02	11,000	0.02
7952 Witness Fees	1,835	2,500	2,500	0.00	2,000	0.00
7953 Filing & Recording Fees	3,601	3,300	4,300	0.01	3,300	0.01
7954 Depositions & Transcripts	4,823	5,000	7,500	0.01	6,000	0.01
7955 Miscellaneous	923,331	1,043,010	1,060,890	1.83	1,169,060	1.98
7958 Membership & Dues	106,926	126,930	128,640	0.22	126,990	0.21
7960 Education & Training	318,171	335,060	365,560	0.63	332,440	0.56
7961 Police APCO Training	739	-	-	-	-	-
7962 Other	123,454	136,320	125,420	0.22	125,700	0.21
7964 Tax Refunds	73,111	100,000	200,000	0.35	200,000	0.34
7800 OTHER SERVICES/CHARGES	\$ 13,045,740	\$ 14,129,170	\$ 14,759,110	25.48	\$ 15,106,370	25.57
7970 CAPITAL OUTLAY						
7978 Equipment-General	\$ 70,530	\$ 44,700	\$ 44,700	0.08	\$ 46,000	0.08
7979 Equipment-Vehicle	38,251	43,050	43,050	0.07	28,000	0.05
7980 Equipment-Office	329,751	54,000	64,000	0.11	58,400	0.10
7982 Books	420,553	-	-	-	-	-
7970 CAPITAL OUTLAY	\$ 859,085	\$ 141,750	\$ 151,750	0.26	\$ 132,400	0.22
7000 EXPENSES	\$ 52,661,180	\$ 55,881,800	\$ 57,241,380	98.83	\$ 59,062,850	99.98
8990 OTHER FINANCING USES						
8999 OPERATING TRANSFER OUT	\$ 10,000	\$ 678,000	\$ 678,000	1.17	\$ 10,000	0.02
8990 OTHER FINANCING USES	\$ 10,000	\$ 678,000	\$ 678,000	1.17	\$ 10,000	0.02
00101 GENERAL FUND	\$ 52,671,180	\$ 56,559,800	\$ 57,919,380		\$ 59,072,850	





These graphs show the number of full-time employees by
department for the past six years

PERSONNEL SUMMARY	APPROVED 2000/01		APPROVED 2001/02		APPROVED 2002/03		APPROVED 2003/04		REQUESTED 2004/05	
	Full	Part	Full	Part	Full	Part	Full	Part	Full	Part
	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time
<u>BUILDING INSPECTION</u>										
Director of Building and Zoning	1		1		1		1		1	
Plan Examiner/Coordinator	1		1		1		1		1	
Inspector Supervisor	2		2		2		2		2	
Plan Analyst	1		1		1		1		1	
Inspector	10		11		11		11		11	
Enforcement Officer		1		0		0		0		0
Secretary II	1		1		1		1		1	
Clerk/Typist	5		5		5		5		5	
TOTAL	21	1	22	0	22	0	22	0	22	0
<u>EXECUTIVE ADMINISTRATION</u>										
<u>CITY MANAGER'S OFFICE</u>										
City Manager	1		1		1		1		1	
Assistant City Manager/Finance	1		1		1		1		1	
Assistant City Manager/Services	1		1		1		1		1	
Office Coordinator	1		1		1		1		0	
Assistant to City Manager	1		1		1		1		1	
Administrative Ass't. to City Manager	0		0		0		0		1	
Administrative Aide	0		0		0		1		1	
Manager's Office Secretary	1		1		1		0		0	
TOTAL	6	0	6	0	6	0	6	0	6	0
<u>CITY ATTORNEY'S OFFICE</u>										
City Attorney	1		1		1		1		1	
Assistant City Attorney	3	1	3	1	1	0	1	0	1	
Attorney II	0		0		3		3		3	
Legal Assistant	2		2		2		2		2	
Legal Secretary	1		1		1		1		1	
Clerk/Typist		1		1		1		1		1
TOTAL	7	2	7	2	8	1	8	1	8	1
TOTAL EXECUTIVE ADMINISTRATION	13	2	13	2	14	1	14	1	14	1

PERSONNEL SUMMARY	APPROVED		APPROVED		APPROVED		APPROVED		REQUESTED	
	2000/01		2001/02		2002/03		2003/04		2004/05	
	Full	Part	Full	Part	Full	Part	Full	Part	Full	Part
	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time
<u>ENGINEERING</u>										
City Engineer	1		1		1		1		1	
Deputy City Engineer	1		1		1		1		1	
Deputy City Engineer - Traffic	1		1		1		1		1	
Civil Engineer	3		3		3		3		3	
Land Surveyor	1		1		1		1		1	
Inspector Supervisor	1		1		1		1		1	
Inspector	1		1		1		1		1	
Environmental Specialist	1		1		1		1		1	
Engineering Technician	1		1		1		1		1	
Sr. Traffic Technician (Part-Time)		1		1		1		1		1
Traffic Technician (Part-Time)		1		1		1		1		1
GIS Data Analyst	1		1		1		1		1	
Project Manager	1		1		1		1		1	
Survey Supervisor	1		1		1		1		1	
Engineering Specialist	7		7		7		7		7	
Engineering Assistant	1		1		1		1		1	
Secretary	1		1		1		1		1	
Clerk/Typist (Part-Time)		2		2		2		2		2
Engineering Intern		3		3		3		3		3
TOTAL	23	7	23	7	23	7	23	7	23	7
<u>FINANCE</u>										
<u>ACCOUNTING/RISK</u>										
<u>MANAGEMENT</u>										
Financial Services Director	1		1		1		1		1	
Accountant	4		5		5		5		5	
Account Clerk II	0		0		0		1		1	
Account Clerk I	2		2		3		2		1.5	
Data Processing Clerk	2		1		0		0		0	
Risk Manager	1		1		1		1		1	
Insurance Safety Coordinator	1		1		1		1		1	
TOTAL	11	0	11	0	11	0	11	0	10.5	0

PERSONNEL SUMMARY	APPROVED 2000/01		APPROVED 2001/02		APPROVED 2002/03		APPROVED 2003/04		REQUESTED 2004/05	
	Full	Part	Full	Part	Full	Part	Full	Part	Full	Part
	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time
<u>ASSESSING</u>										
City Assessor	1		1		1		1		1	
Deputy Assessor	1		1		1		1		1	
Appraiser	5		5		5		5		4	1
Clerk/Typist	3		3		3		3		2	1
TOTAL	10	0	10	0	10	0	10	0	8	2
<u>CLERK</u>										
City Clerk	1		1		1		1		1	
Deputy City Clerk	1		1		1		1		1	
Clerk/Typist	4	1	4	1	4	2	5	2	4	2
TOTAL	6	1	6	1	6	2	7	2	6	2
<u>HUMAN RESOURCES</u>										
Human Resources Director	1		1		1		1		1	
Human Resources Specialist	2		2		2		2		2	
Secretary II	1		1		1		1		1	
Clerk/Typist		1		1		1		1		1
TOTAL	4	1	4	1	4	1	4	1	4	1
<u>PURCHASING</u>										
Purchasing Director	1		1		1		1		1	
Buyer	1		1		1		0		0	
Associate Buyer	1		1		1		1		1	
Purchasing Systems Administrator							1		1	
Clerk/Typist (Part Time)		1		1		1		1		1
TOTAL	3	1	3	1	3	1	3	1	3	1
<u>TREASURER</u>										
City Treasurer	1		1		1		1		1	
Account Clerk II	0		0		0		1		1	
Account Clerk I	4		4		4		3		2.5	
TOTAL	5	0	5	0	5	0	5	0	4.5	0
<u>COMMUNITY AFFAIRS</u>										
Community Affairs Director	1		1		1		1		1	
Community Affairs Officer	2		2	2	2	2	2	2	2	3
Clerk/Typist	1		0		0		0		0	
Intern		1		1		1		1		0
Camera Operator	0	3	0	3		3		3		3
TOTAL	4	4	3	6	3	6	3	6	3	6
TOTAL FINANCE	43	7	42	9	42	10	43	10	39	12

PERSONNEL SUMMARY	APPROVED 2000/01		APPROVED 2001/02		APPROVED 2002/03		APPROVED 2003/04		REQUESTED 2004/05	
	Full	Part	Full	Part	Full	Part	Full	Part	Full	Part
	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time
<u>FIRE</u>										
Fire Chief	1		1		1		1		1	
Division Assistant Chief	2		2		2		2		2	
Fire Staff Lieutenant	8		10		10		10		10	
Secretary	1		1		1		1		1	
Fire Staff Assistant		2		2		2		2		2
TOTAL FIRE	12	2	14	2	14	2	14	2	14	2
<u>LIBRARY/MUSEUM</u>										
Library Director	1		1		1		1		1	
Administrative Assistant	1		0		0		0		0	
Operations Coordinator	0		2		2		2		2	
Librarian II	4		3		3		3		3	
Librarian I	5		10		10		10		10	
Librarian (Part Time)		18		12		15		15		13
Administrative Aide	1		1		1		1		1	
Library Aide	4	9	2	10	2	10	2	11	2	11
Secretary	1		1		1		1		1	
Clerk/Typist (Part Time)		1		1		1		1		1
Library Assistant		25		21		28		35		39
Page (Part Time)		27		22		31		24		24
TOTAL	17	80	20	66	20	85	20	86	20	88
<u>MUSEUM</u>										
Museum Manager			1		1		1		1	
Education Coordinator			1		1		1		0	
Archivist			1		1		1		1	
Museum Aide (Part Time)				3		3		3		9
Page (Part Time)						1		0		0
Museum Assistant (Part Time)				1		1		2		0
TOTAL	0	0	3	4	3	5	3	5	2	9
<u>TOTAL LIBRARY/MUSEUM</u>	17	80	23	70	23	90	23	91	22	97
<u>OTHER GENERAL GOVERNMENT</u>										
<u>REAL ESTATE & DEVELOPMENT</u>										
Real Estate & Development Director	1		1		1		1		1	
Sr. Right of Way Representative	1		1		1		1		1	
Right of Way Specialist	2		2		2		2		2	
Aide	0		0	1		1		1		1
Secretary	1		1		1		1		1	
Clerk/Typist		1		0		0		0		0
TOTAL	5	1	5	1	5	1	5	1	5	1

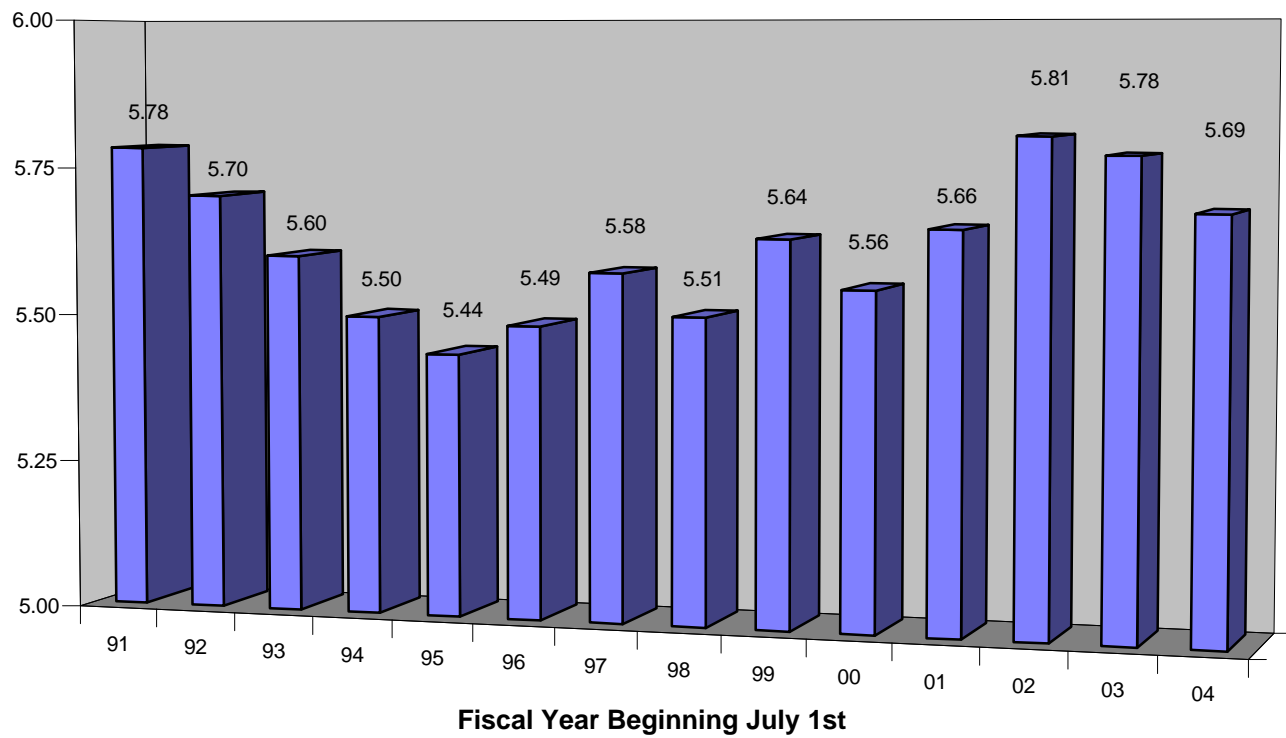
PERSONNEL SUMMARY	APPROVED 2000/01		APPROVED 2001/02		APPROVED 2002/03		APPROVED 2003/04		REQUESTED 2004/05	
	Full	Part	Full	Part	Full	Part	Full	Part	Full	Part
	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time
<u>BUILDING OPERATIONS</u>										
Director of Building Operations	1		1		1		1		1	
Superintendent of Building Operations	1		1		1		1		1	
Building Maintenance Specialist	7		8		9		9		9	
Secretary	1		1		1		1		1	
Clerk/Typist		1		1		1		1		1
Maintenance Personnel		1		1		1		1		1
TOTAL	10	2	11	2	12	2	12	2	12	2
<u>PLANNING</u>										
Planning Director	1		1		1		1		1	
Principal Planner	1		1		1		1		1	
Planner	2		2		2		2		2	
Secretary	1		1		1		1		1	
TOTAL	5	0	5	0	5	0	5	0	5	0
TOTAL OTHER GEN GOVERNMENT	20	3	21	3	22	3	22	3	22	3
<u>POLICE</u>										
Chief of Police	1		1		1		1		1	
Captain	3		3		3		3		3	
Lieutenant	10		10		10		10		10	
Sergeant	23		23		23		23		23	
Police Officer	100		100		100		100		100	
Police Service Aide	31		31		31		31		31	
Animal Control Officer	3		3		3		3		3	
Communications Supervisor	8		8		8		8		8	
Communications Manager	1		1		1		1		1	
Office Coordinator	1		1		1		1		1	
Police Records Supervisor	1		1		1		1		1	
Administrative Aide	0		0		0		1		1	
Secretary	0		0		0		1		1	
Account Clerk	1		1		1		0		0	
Clerk/Typist	10		10		5		4		4	
Records Clerk	0		0		5		5		5	
Research & Tech. Administrator	1		1		1		1		1	
Crossing Guard		10		10		12		12		12
Intern		1		1		1		1		1
TOTAL POLICE	194	11	194	11	194	13	194	13	194	13

PERSONNEL SUMMARY	APPROVED 2000/01		APPROVED 2001/02		APPROVED 2002/03		APPROVED 2003/04		REQUESTED 2004/05	
	Full	Part	Full	Part	Full	Part	Full	Part	Full	Part
	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time
<u>PARKS & RECREATION</u>										
Parks & Recreation Director	1		1		1		1		1	
Superintendent of Recreation	1		1		1		1		1	
Parks Superintendent	1		1		1		1		1	
Landscape Analyst	1		1		1		1		1	
Nature Center Manager	1		1		1		1		1	
Community Center Manager	1		1		1		1		1	
Recreation Supervisor	5		5		5		5		5	
Field Supervisor	2		2		2		2		2	
Secretary II	1		1		1		1		1	
Naturalist	1		1		1		1		1	
Assistant Naturalist	1		1		1		1		1	
Museum Curator	1		0		0		0		0	
Leader	2		2		2		2		2	
Irrigation Specialist	2		1		2		1		1	
Tree Specialist	3		4		3		4		4	
Aquatics Coordinator	0		1		1		1		1	
Fitness/Gym Coordinator	0		1		1		1		1	
Laborer	6		6	0	6	1	6	1	6	1
Education Coordinator	1		0		0		0		0	
Clerk/Typist	3	4	3	1	4	3	3	3	3	3
Account Clerk II	0		0		0		1		1	
Preschool Coordinator (Part-Time)		1		1		1		1		1
Senior Coordinator (Part-Time)		1		1		1		1		1
Naturalist Aide (Part-Time)		1		1		1		1		1
Museum Assistant		1		0						
Museum Aide		4		0						
N.C. Instructor (Part-Time)		0		6		6		6		6
Locker Room Attendant (Part-Time)				10		10		8		8
Lifeguard (Part-Time)				15		77		77		77
Attendant (Part-Time)		8		8		16		30		30
TOTAL PARKS & RECREATION	34	20	34	43	35	116	35	128	35	128
<u>PUBLIC WORKS</u>										
<u>STREETS & DRAINS DIVISION</u>										
Public Works Director	1		1		1		1		1	
Administrative Aide	1		1		1		1		1	
Superintendent of Streets & Drains	1		1		1		1		1	
Field Supervisor	2		2		2		2		2	
Leader	3		3		3		3		3	
Equipment Operator II	9		9		9		9		9	
Equipment Operator I	13		15		15		15		15	
Summer Labor		15		15		16		16		16
Seasonal Supervisor		2		2		2		2		2
Storm Water Utility Engineer	1		1		1		1		1	
Account Clerk	0.5		0.5		0.5		0.5		0.5	
Weed Enforcement Officer		1		1		1		1		1
Project Construction Manager	1		1		1		1		1	
TOTAL	32.5	18	34.5	18	34.5	19	34.5	19	34.5	19

PERSONNEL SUMMARY	APPROVED 2000/01		APPROVED 2001/02		APPROVED 2002/03		APPROVED 2003/04		REQUESTED 2004/05	
	Full	Part	Full	Part	Full	Part	Full	Part	Full	Part
	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time
<u>WATER & SEWER DIVISION</u>										
Superintendent of Water & Sewer	1		1		1		1		1	
Inspector	1		1		1		1		1	
Field Supervisor	2		2		2		2		2	
Leader	3		3		3		3		3	
Equipment Operator II	6		6		6		6		6	
Equipment Serviceman	7		7		7		7		7	
Equipment Operator I	11		11		11		11		11	
Office Coordinator	1		1		1		1		1	
Clerk/Typist	3		3		3		3		3	
Summer Labor		6		6		6		6		6
TOTAL	35	6	35	6	35	6	35	6	35	6
<u>FLEET MAINTENANCE</u>										
Superintendent of Fleet Maintenance	1		1		1		1		1	
Field Supervisor	2		2		2		2		2	
Inventory Assistant/Clerk	1		1		1		1		1	
Trade Specialist II	4		4		4		4		4	
Trade Specialist I	5		5		6		6		5	
Equipment Serviceman	5		5		4		4		5	
Summer Laborer		2		2		2		2		2
TOTAL	18	2	18	2	18	2	18	2	18	2
<u>REFUSE/RESOURCE RECOVERY</u>										
Solid Waste Coordinator	1		1		1		1		1	
Account Clerk	0.5		0.5		0.5		0.5		0.5	
Recycling Center Attnd.		1		1		1		1		1
TOTAL	1.5	1	1.5	1	1.5	1	1.5	1	1.5	1
TOTAL PUBLIC WORKS	87	27	89	27	89	28	89	28	89	28
<u>INFORMATION TECHNOLOGY</u>										
Information Technology Director	1		1		1		1		1	
PC Specialist	3		3		3		3		3	
Network Administrator	1		1		1		1		1	
Applications Support Specialist	1		1		1		1		1	
GIS Administrator	1		1		1		1		1	
Programmer/Analyst	1		1		2		2		2	
TOTAL INFORMATION TECHNOLOGY	8	0	8	0	9	0	9	0	9	0

PERSONNEL SUMMARY	APPROVED 2000/01		APPROVED 2001/02		APPROVED 2002/03		APPROVED 2003/04		REQUESTED 2004/05	
	Full	Part	Full	Part	Full	Part	Full	Part	Full	Part
	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time
<u>GOLF COURSE</u>										
Director of Golf Operations	1		1		1		1		1	
Assistant Golf Professional (Part-Time)		1		1		1		1		1
Superintendent of Greens	1		1		1		1		1	
Maintenance Specialist	2		2		2		2		2	
Summer Labor (Part-Time)		8		16		18		16		15
Cashier (Part Time)		4		7		5		7		10
Starter Ranger (Part Time)		7		11		13		11		27
ProShop Manager (Part Time)			1		1		1		1	
TOTAL GOLF COURSE	4	20	4	35	4	37	4	36	4	54
<u>AQUATIC CENTER</u>										
Pool Manager						1		1		1
Assistant Manager						3		3		3
Support Staff						70		70		70
TOTAL AQUATIC CENTER						74		74		74
TOTAL PERSONNEL	476	179	487	208	491	380	492	392	487	419

Full-time Employees per 1,000 Population



CITY COUNCIL
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
City Council	\$91,092	\$89,303	\$88,130	\$90,480	\$89,640	-.9%
TOTAL DEPARTMENT	\$91,092	\$89,303	\$88,130	\$90,480	\$89,640	-.9%
Personal Services	\$17,112	\$15,992	\$15,860	\$16,870	\$15,860	-6.0%
Supplies	18,167	8,539	9,200	12,500	9,700	-22.4
Other Services/Charges	55,813	64,772	63,070	61,110	60,080	4.9
TOTAL DEPARTMENT	\$91,092	\$89,303	\$88,130	\$90,480	\$85,640	-5.3%

CITY MANAGER'S OFFICE
2004/05 FUNCTIONAL ORGANIZATIONAL CHART

CITY MANAGEMENT PROGRAM

- Provide support and make recommendations to the City Council
- Municipal corporation operations
- Organizational management
- Fiscal management
- Classification plan maintenance
- Candidate selection for vacant senior staff positions
- Long range planning
- Council-community relationships
- Enhance professional culture of the organization
- Advance basic tenets of the Council-Manager form of government

BUDGET AND OPERATIONS PROGRAM

- Annual operating budget preparation
- Expenditure and revenue monitoring
- Financial trend analysis and evaluation
- Management studies
- Capital Improvement Program development

**PROGRAM DEVELOPMENT AND
EVALUATION**

- Program development and implementation
- Evaluation of program viability

CITY MANAGER'S OFFICE
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
City Manager's Office	\$711,644	\$750,138	\$780,970	\$770,890	\$799,960	3.8%
TOTAL DEPARTMENT	\$711,644	\$750,138	\$780,970	\$770,890	\$799,960	3.8%
Personal Services	\$650,226	\$679,345	\$711,000	\$701,170	\$728,910	4.0%
Supplies	11,584	13,124	11,500	11,650	11,500	-1.3
Other Services/Charges	49,834	57,669	58,470	58,070	59,550	2.6
TOTAL DEPARTMENT	\$711,644	\$750,138	\$780,970	\$770,890	\$799,960	3.8%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL - TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
City Manager's Office	6	0	6	0	6	0	6	0
TOTAL DEPARTMENT	6	0	6	0	6	0	6	0

CITY MANAGER'S OFFICE

2004/05 SERVICE STATEMENT

As the City's Chief Administrative Officer, the City Manager is ultimately responsible for all operations of the municipal corporation. The City Manager's Office provides organizational and fiscal management as well as program development and evaluation. Each requires daily effort.

In addition to overseeing daily operations, the City Manager's Office develops new systems and methods relative to City services and is responsible for the research and analysis of programs in anticipation of future needs and challenges. The Manager's Office coordinates with City Council to enact and implement public policy and to manage the City's mission and goals and objectives.

Providing support to the Mayor and City Council is another important aspect of this office. This involves effective communication and being available to the City Council. The Manager's Office is at the vanguard of the organization projecting vitality, professionalism, and quality service to residents, private agencies, organizations, and its employees.

The City's budget function is also located in this office. The budget is prepared in accordance with the State Budgeting Act. This office monitors the City's financial condition through budget amendments, forecasts, quarterly budget reports, and the review of department performance measurements. The Capital Improvement Plan, water and sewer rate studies, and Financial and Demographic Trend Reviews are also prepared in this office.

KEY GOALS

- 1) Partner with City Council to achieve the City's mission and goals
- 2) Identify priorities and establish management procedures that develop and effectively utilize City resources
- 3) Create a level of service budget for City operations and capital improvements that encourage accountability, flexibility and creativity in response to community needs
- 4) Provide leadership, coordination, and administrative support to municipal operations
- 5) Develop the most qualified management team using selection methods based on merit and equal opportunity

CITY MANAGER'S OFFICE
2004/05 PERFORMANCE OBJECTIVES

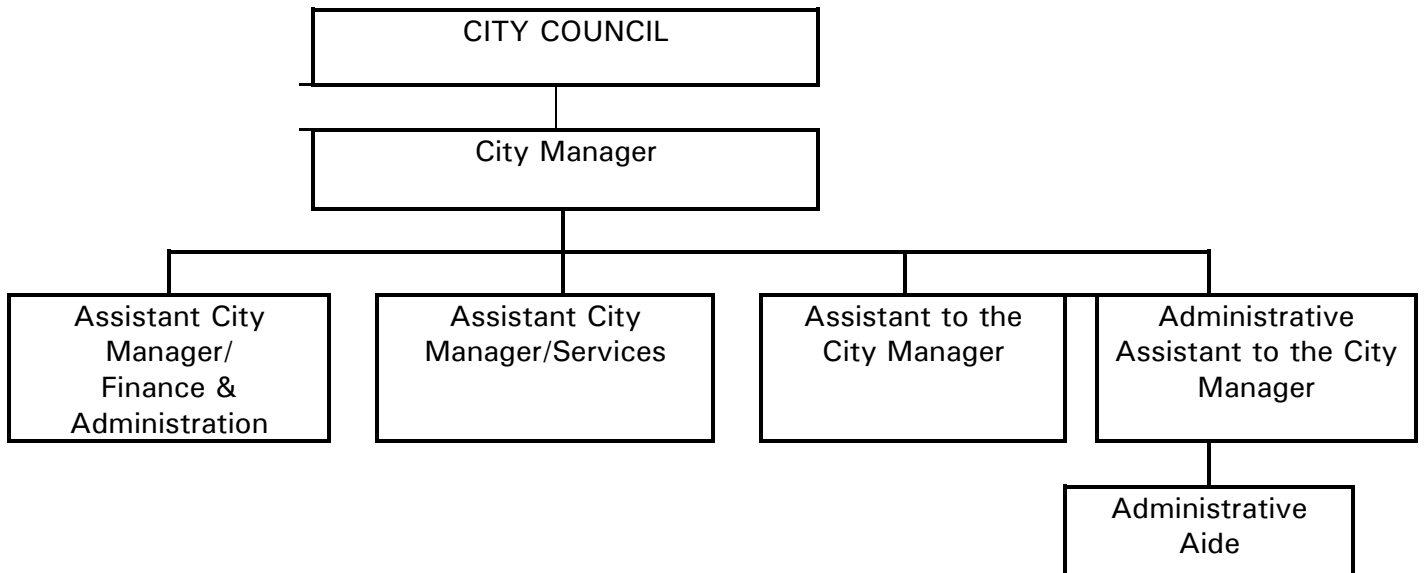
1. Update City Manager's Office web page. (Staff Objective 1, 3, 6)
2. Discover ways to shorten City Council agenda packets. (Staff Objective 1)
3. Work with City Council Members on feasibility of elements planned for Civic Center site. (Staff Objective 7, 8)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Number of Regular Council Meetings	25	31 *	24	31
Number of Study Sessions & Special Meetings	15	7 **	14	7
Number Labor Contracts Settled Using Interest Based Bargaining Method of Negotiation	2	1	1	1
Number of Government Finance Officers Association Awards	3	3	3	3
Number of Citizen Academies	2	2	2	2

*Regular meeting dates have increased from 24 to 31 as a result of a decision by City Council to hold three regular meetings per month in the months of January, February, March, May, September, October and November.

**Special meetings held for the purpose of study sessions have decreased from 14 to 7 as a result of the addition of study items to the end of regular meeting agendas. Note that these special study meetings immediately follow regular meetings and are not counted as a separate meeting for the purpose of this performance indicator.

CITY MANAGER'S OFFICE
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
City Manager	1	1	1
Assistant City Manager/Finance & Administration	1	1	1
Assistant City Manager/Services	1	1	1
Administrative Assistant to the City Manager	0	0	1
Office Coordinator	1	1	0
Assistant to the City Manager	1	1	1
Administrative Aide	0	1	1
Manager's Office Secretary	1	0	0
TOTAL DEPARTMENT	6	6	6

CITY MANAGER'S OFFICE
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

PERSONAL SERVICES:

Changes are due to the reassignment of Office Coordinator position to Administrative Assistant to the City Manager and retirement of the Assistant City Manager/Services.

CITY ATTORNEY'S OFFICE
2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATION

- Prepares and administers the department budget
- Liaison with local, Federal, or State agencies, associations and groups
- Supervises outside retained counsel
- Liaison with other City departments
- Coordinates staff development
- Coordinates technological development
- Coordinates and evaluates activities of the staff
- Monitors telecommunications permits

DEFENSE OF THE CITY

- Defends the City regarding zoning and planning decisions
- Defends the City and officials in personal injury cases
- Defends the City and officials in civil rights matters
- Defends the City, officials, employees and volunteers in all matters
- Defends the City Assessor's value determinations

CITY AS PLAINTIFF

- Eminent Domain
- Invoice collection
- Nuisance abatement
- Secretary of State drivers license revocation hearings
- Prepares administrative search warrants when necessary
- Represents City at other administrative hearings, including but not limited to environmental law hearings

ORDINANCE PROSECUTIONS

- Drug and alcohol enforcement
- Building and zoning ordinance enforcement
- Domestic abuse (includes new statutory notification procedure)
- Retail fraud (shoplifting)
- Traffic
- Disorderly conduct
- Assault and battery
- Numerous other ordinance violations

ADVISING THE CITY OFFICIALS

- Provides legal advice and updates for City Council
- Attends meetings of City Council, Boards and Commissions, and Management meetings
- Provides legal advice and updates for City Boards and Commissions
- Provides legal advice and updates for the City Management, department directors and employees
- Monitors compliance with the Open Meetings Act and Freedom of Information Act
- Acts as a liaison with local, state, and federal government entities

OTHER ACTIVITIES

- Drafts, negotiates and reviews contracts and bonds
- Recommends necessary revisions of the Charter and Code
- Receives citizen complaints, mediates disputes and/or issues criminal misdemeanor warrants
- Provides training regarding the law and legal procedures for employees and officials
- Prepares numerous agenda items for City Council consideration
- Assists citizens on a daily basis by answering inquiries or telephone calls, and providing appropriate referrals when warranted
- Other activities

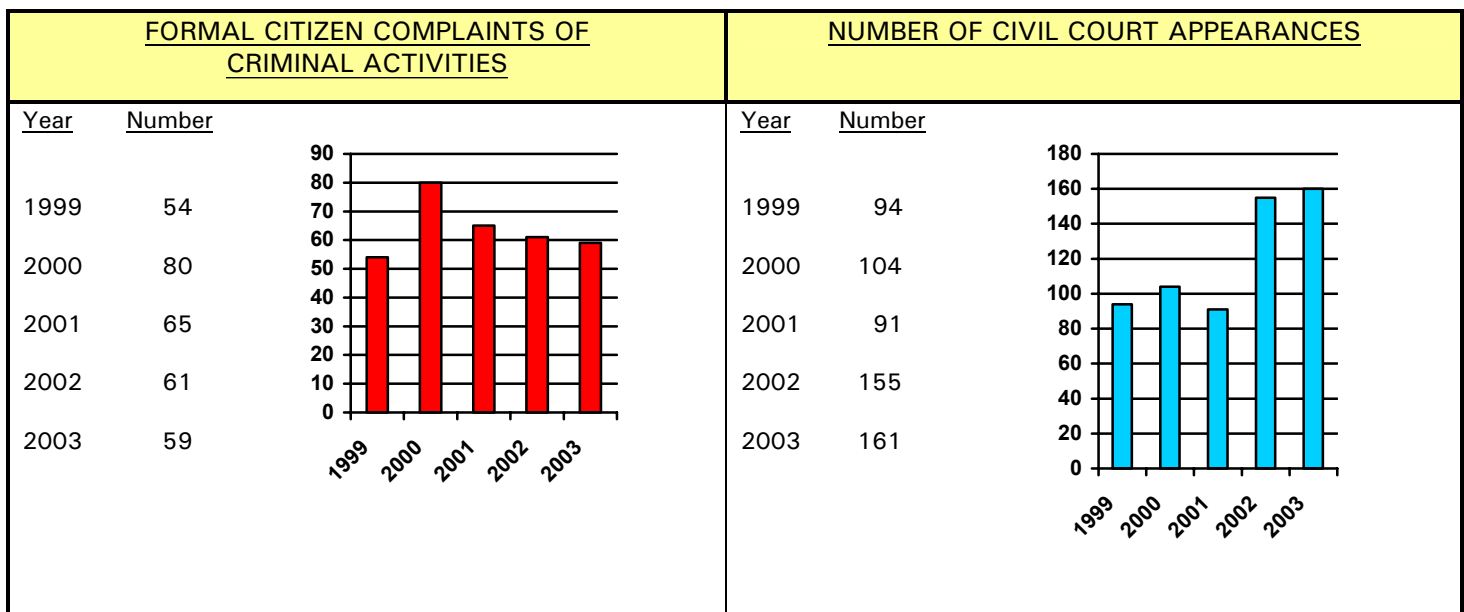
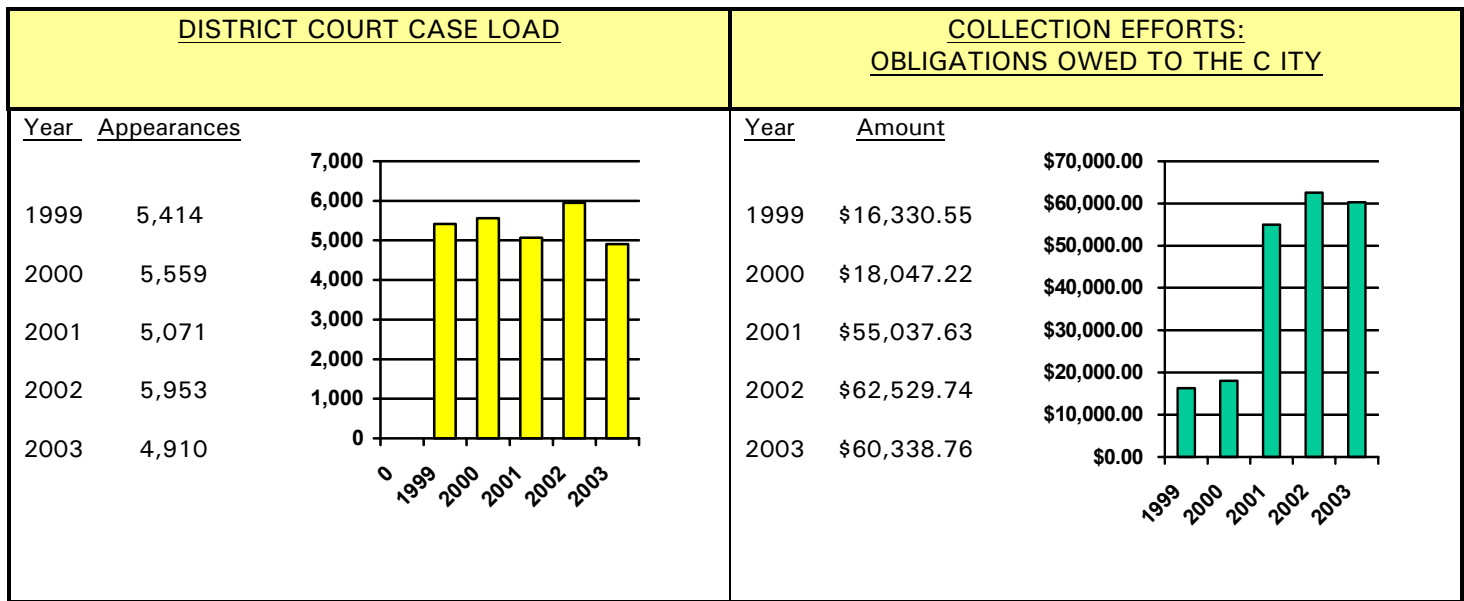
CITY ATTORNEY'S OFFICE
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY			ESTIMATED			
	2001/02 ACTUAL	2002/03 ACTUAL	2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
City Attorney's Office	\$902,445	\$1,014,158	\$1,034,940	\$1,095,580	\$1,140,020	4.1%
TOTAL DEPARTMENT	\$902,445	\$1,014,158	\$1,034,940	\$1,095,580	\$1,140,020	4.1%
Personal Services	\$691,957	\$787,988	\$802,870	\$779,930	\$831,830	6.7%
Supplies	11,559	18,895	35,310	7,750	7,750	0
Other Services/Charges	185,074	203,695	196,760	307,900	300,440	-2.4
Capital Outlay	13,855	3,580	0	0	0	0
TOTAL DEPARTMENT	\$902,445	\$1,014,158	\$1,034,940	\$1,095,580	\$1,140,020	4.1%

PERSONNEL SUMMARY								
	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
City Attorney's Office	7	2	8	1	8	1	8	1
TOTAL DEPARTMENT	7	2	8	1	8	1	8	1

CITY ATTORNEY'S OFFICE

2004/05 KEY DEPARTMENTAL TRENDS



CIVIL LITIGATION CASES

<u>TYPE</u>	<u>CASES CLOSED IN 2003</u>	<u>CASE FILES OPENED IN 2003</u>	<u>CASES STILL PENDING</u>
Zoning	3	5	5
Eminent Domain	12	1	7
Tax	2	0	0
Civil Rights	4	1	1
Personal Injury and Damage	4	4	3
Appeals	2	1	1
Miscellaneous	3	4	4
TOTAL	30	16	21

CITY ATTORNEY'S OFFICE

2004/05 SERVICE AND MISSION STATEMENTS

SERVICE STATEMENT:

The Troy City Attorney's Office serves as a center for legal services, information and education for the officials, employees and volunteers of the City. The attorneys represent the City's interest in the United States Supreme Court, U.S. 6th Circuit Court of Appeals, U.S. District Courts, Michigan Supreme Court, Michigan Court of Appeals, State Circuit Court, District Courts, Michigan Tax Tribunal, Federal Communications Commission, Secretary of State Administrative Hearings, Arbitrations, and various other agencies and boards.

In order to remain current for research purposes, the City Attorney's Office has several hard copy legal resources. In addition, the Office continues to utilize on-line legal resources and some CD-ROM references. The Troy Charter and the City Code are also available on-line, and assist in answering inquiries from City officials, staff, and the general public.

The City Attorney's Office is committed to provide quality legal services and information to the officials, staff and volunteers of the City. Therefore, the entire professional legal staff emphasizes continuing education, training, and proficiency.

MISSION STATEMENT:

The mission of the Troy City Attorney's Office is to provide effective and efficient legal services to the City Council, City management and the various boards and committees of the City.

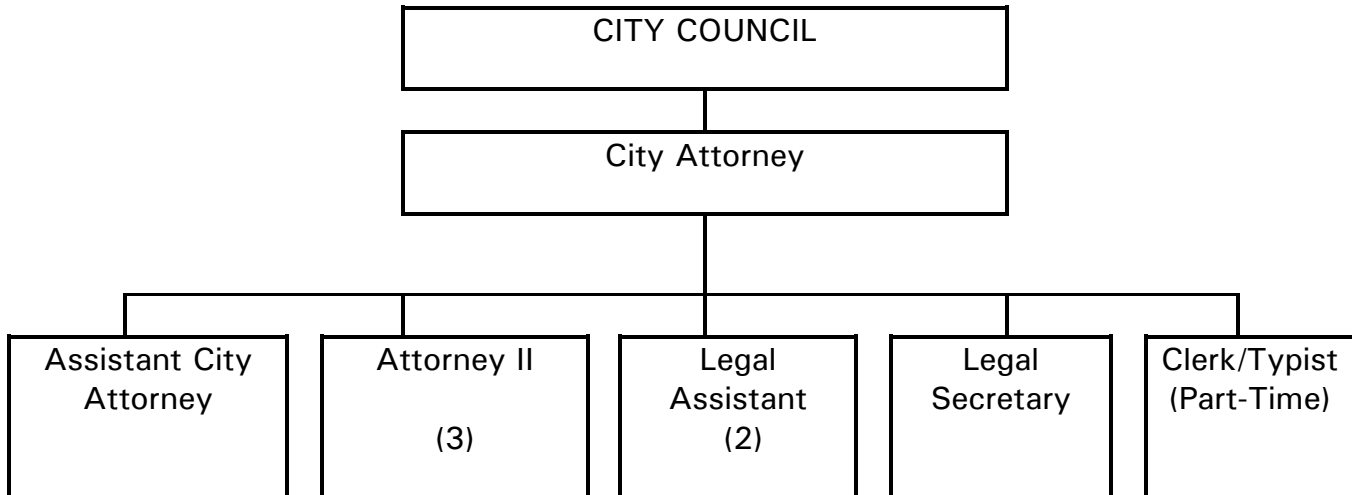
- The professional staff represents the City in all legal proceedings and matters in which the City is interested.
- The City Attorney's Office also provides legal advice to the City Council, the City Manager and to other departments and officers of the City.
- The City Attorney's Office also prepares and/or reviews all ordinances, contracts, bonds and other written instruments that are binding on the City, and provides opinions as to their legality.
- The City Attorney's Office is also responsible for prosecution of all ordinance violations and traffic matters.
- Changes or recent developments in laws affecting the City are monitored by the City Attorney's Office, and presented to City Council, Management, and the Boards and Committees.
- The City Attorney's Office also performs other duties, as prescribed by the Charter or by the Council.
- The City Attorney's Office provides information to the public and government officials regarding matters that directly relate to the City and procedures in dealing with the City.
- The City Attorney does not give private legal advice, but does refer citizens to available legal services.
- The City Attorney cooperates and interacts with many outside agencies and entities, such as the County Prosecutor, the various law enforcement agencies, the Secretary of State, other units of local government, the State government and United States government.
- The City Attorney endeavors to be technologically and professionally competitive with law firms in the state.
- The City Attorney provides public information regarding legal issues through the media, community organizations and professional associations.
- The City Attorney fosters and promotes continuing legal education of the City officials, management, staff and the community.

CITY ATTORNEY'S OFFICE

2004/05 PERFORMANCE OBJECTIVES

1. Continuing Legal Education: (Staff Objective 4)
 - Alert City Council to any changes in state or federal law that affect the City of Troy
 - Alert the appointed boards and commissions to any changes in state or federal law, and provide advice on relevant legal issues that would affect each board or commission
 - Appoint an attorney liaison to each board or commission, to address any legal issues or provide advice on potential ordinance amendments
 - Alert City management to any changes in state and/or federal law, and provide an attorney staff liaison for each department
 - Educate Troy citizens about the legal process through participation in citizen academy and citizen police academy
 - Conduct programs associated with improving the public's understanding of the justice system by sponsoring Law Day activities and displays at City Hall, the Library and the Museum
 - Assist with the preparation of a Citizen's Guide to zoning for general distribution
 - Utilize and update the City's web page to provide continuing legal education for the public
2. Code Update: (Staff Objective 3)
 - Undertake a complete, multi-faceted review of the current Troy Ordinances and Charter provisions and amend, as necessary, the current ordinances
 - Consistently format the Troy Ordinances, and amend current ordinances that contain "legalese" or are difficult to understand
 - Review and streamline, as necessary, the current licensing ordinances and policies, after consideration of state and/or federal licensing measures
 - Continue codification of the current Troy Ordinances in conjunction with City Council and administration
3. Litigation: (Staff Objective 3, 9)
 - Continue aggressive defense of lawsuits brought against the City, using discovery, motions for summary disposition and trial when necessary to discourage others from suing the City
 - Pursue reasonable settlements in condemnation proceedings to resolve cases in the best interest of the City while always being prepared for trial in those situations where the demands of the property owner are unreasonable
 - Continue to vigorously defend City ordinances in all cases where the validity of an ordinance is challenged and use the experience gained from such cases to suggest appropriate revisions to the City Code
4. Departmental Training: (Staff Objective 4)
 - Continue to implement a computerized legal research system, and conduct training, as necessary, to be more productive and efficient in legal research
 - Continue to maximize electronic usage, and minimize paper usage, working towards a paperless system of communication
 - Implement and utilize the circuit and district court computerized record system, which is designed to increase staff efficiency
 - Continue networking with others engaged in the practice of municipal law
5. Administrative Assistance: (Staff Objective 1, 4)
 - Review standard City contracts, and revise the contracts, if possible, to make them clearer and easier to understand
 - Survey other City administrative departments to obtain suggestions regarding how the City Attorney's Office can better meet department needs
 - Provide liability and witness training to new City employees

CITY ATTORNEY'S OFFICE
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY			
	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
City Attorney	1	1	1
Assistant City Attorney	1	1	1
Attorney II	3	3	3
Legal Assistant	2	2	2
Legal Secretary	1	1	1
Clerk/Typist (Part-Time)	1	1	1
TOTAL DEPARTMENT	9	9	9

CITY ATTORNEY'S OFFICE
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

OTHER SERVICES/CHARGES:

Membership and Dues includes the annual fee for PROTEC at an estimated cost of \$20,000.

BUILDING INSPECTION DEPARTMENT

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATION

- Prepares and administers department budget
- Develops departmental policies and procedures that allow for productive and professional services
- Prepares agendas and provides technical support to the Board of Zoning Appeals and Building Code Board of Appeals
- Prepares agenda items for City Council consideration
- Ensures that inspectors complete continuing education classes to maintain State registration
- Establishes and maintains good working relationships with builders, developers, businesses, residents and citizen groups
- Provides education to the public on the activities of the department
- Oversees and provides administrative support to City building projects

CLERICAL

- Processes and issues all permits
- Maintains and updates all permit and inspection records
- Prepares and processes written communications from the department
- Prepares departmental reports on annual and monthly basis

INSPECTION

- Inspects all construction at various stages through completion to assure compliance with all codes and ordinances
- Provides information and assistance to all citizens of the City
- Coordinates inspections with Fire, Engineering, Water and all other involved departments
- Assists homeowners with complaint process through the State of Michigan

PLAN REVIEW

- Reviews plans for compliance with all City, State and Federal codes, ordinances and laws and prepares for issuance all permits from fences to high-rise buildings
- Provides information regarding codes, ordinances, processes and requirements to designers, builders and the general public
- Provides technical support and attends meetings of the Building Code Board of Appeals and the Advisory Committee for Persons with Disabilities
- Prepares Building and Zoning Board of Appeals denials
- Coordinates and compiles information and requirements from all other departments involved in plan review process

HOUSING & ZONING

- Enforces ordinances that address junk vehicles, litter, commercial vehicles and equipment, home occupations, signs, nuisances, property maintenance, and zoning
- Inspects all apartment units approximately every two years, to ensure compliance with property maintenance codes
- Inspects and certifies all signs for code compliance
- Initiates legal action in code enforcement cases
- Responds to complaints related to code enforcement issues
- Provides information to the public about code compliance and the enforcement process

POLITICAL SIGN ENFORCEMENT

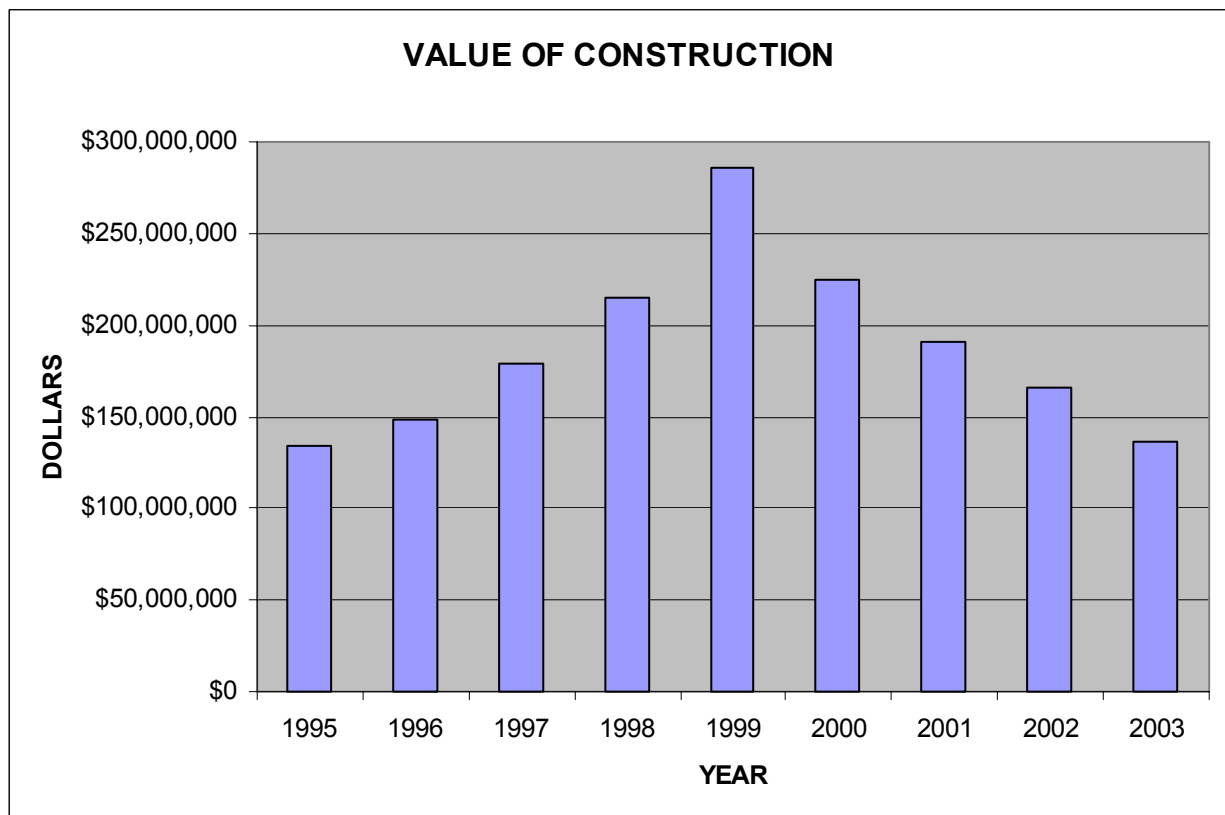
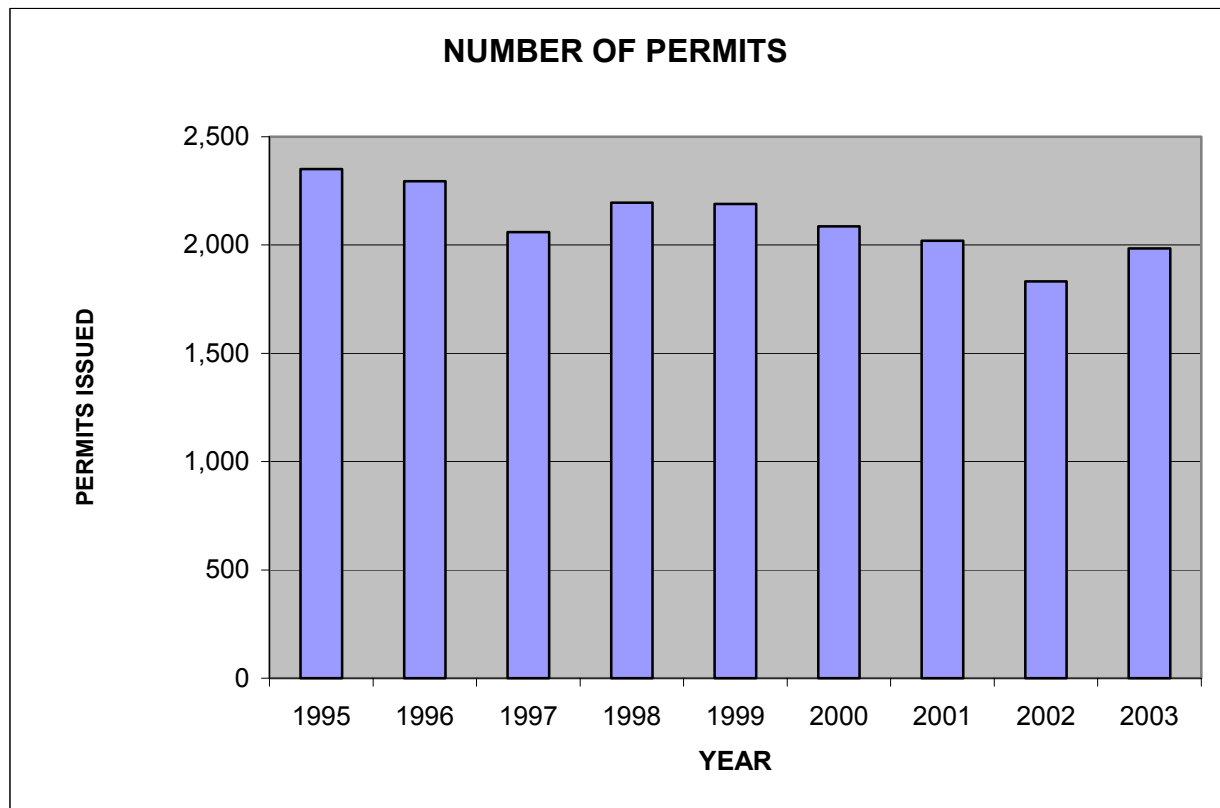
- Ensures compliance with political sign ordinance by checking locations, sizes, and number of signs,
- Removes, stores and disposes of illegal signs

BUILDING INSPECTION DEPARTMENT
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Building Inspection	\$1,697,480	\$1,811,704	\$1,947,860	\$1,978,860	\$2,075,770	4.9%
TOTAL DEPARTMENT	\$1,697,480	\$1,811,704	\$1,947,860	\$1,978,860	\$2,075,770	4.9%
Personal Services	\$1,530,516	\$1,647,310	\$1,773,790	\$1,801,690	\$1,894,380	5.1%
Supplies	7,676	8,901	9,100	9,100	9,100	0
Other Services/Charges	159,288	155,493	164,970	168,070	172,290	2.5
TOTAL DEPARTMENT	\$1,697,480	\$1,811,704	\$1,947,860	\$1,978,860	\$2,075,770	4.9%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Building Inspection	22	0	22	0	22	0	22	0
TOTAL DEPARTMENT	22	0	22	0	22	0	22	0

BUILDING INSPECTION DEPARTMENT
2004/05 KEY DEPARTMENTAL TRENDS



BUILDING INSPECTION DEPARTMENT

2004/05 SERVICE STATEMENT

The Building Inspection Department serves the community in many different ways. We enforce thirty different chapters of the Troy City Code, including building codes, property maintenance, signs, litter, zoning, nuisance and others.

We have a staff of twenty-two full-time employees performing duties, dedicated to protecting the health, safety and welfare of all people within the City of Troy. One of the two supervisors oversees the work performed by trade inspectors. This relates to various types of construction, from single-family residential to high-rise offices and everything in between.

Inspectors also respond to complaints, provide courtesy inspections, site checks and assist the general public by supplying information related to plumbing, heating, air-conditioning, electrical and building. All staff involved in this area is registered with the State of Michigan as inspectors in one or more trade categories.

The second supervisor is charged with overseeing the Housing & Zoning Division. Three code enforcement inspectors perform apartment inspections, and enforce the property maintenance code.

This division also reviews sign plans, issues sign permits, and inspects all signs in the City. They also enforce the zoning, noise, junk vehicle, and litter regulations. These people also handle the majority of court cases generated from the Building Inspection Department.

The clerical support staff is generally the first people to have contact with the public. Among other things they answer telephones, take in all permit applications, answer general questions, issue and file all permits, schedule inspections and record inspection results, type correspondence, and register contractor licenses. During calendar year 2003, the clerical staff handled over 13,000 permits and registrations and processed over 38,000 inspection requests.

Additionally, the Department is responsible for staff support to the Board of Zoning Appeals and the Building Code Board of Appeals. This includes initial correspondence, public hearing notices, agenda preparation, minutes and result letters. In addition the department prepares agenda items for the City Council where their deliberations are required on matters affecting building and zoning issues. The Department also provides technical assistance to both the Historical District Commission and the Committee for Persons with Disabilities.

Members of the Building Department staff are considered leaders in their fields. They serve as officers, on boards of directors, and committee appointments to numerous organizations on the local, state and national level. Staff members provide training and education to other inspectors in the area.

BUILDING INSPECTION DEPARTMENT

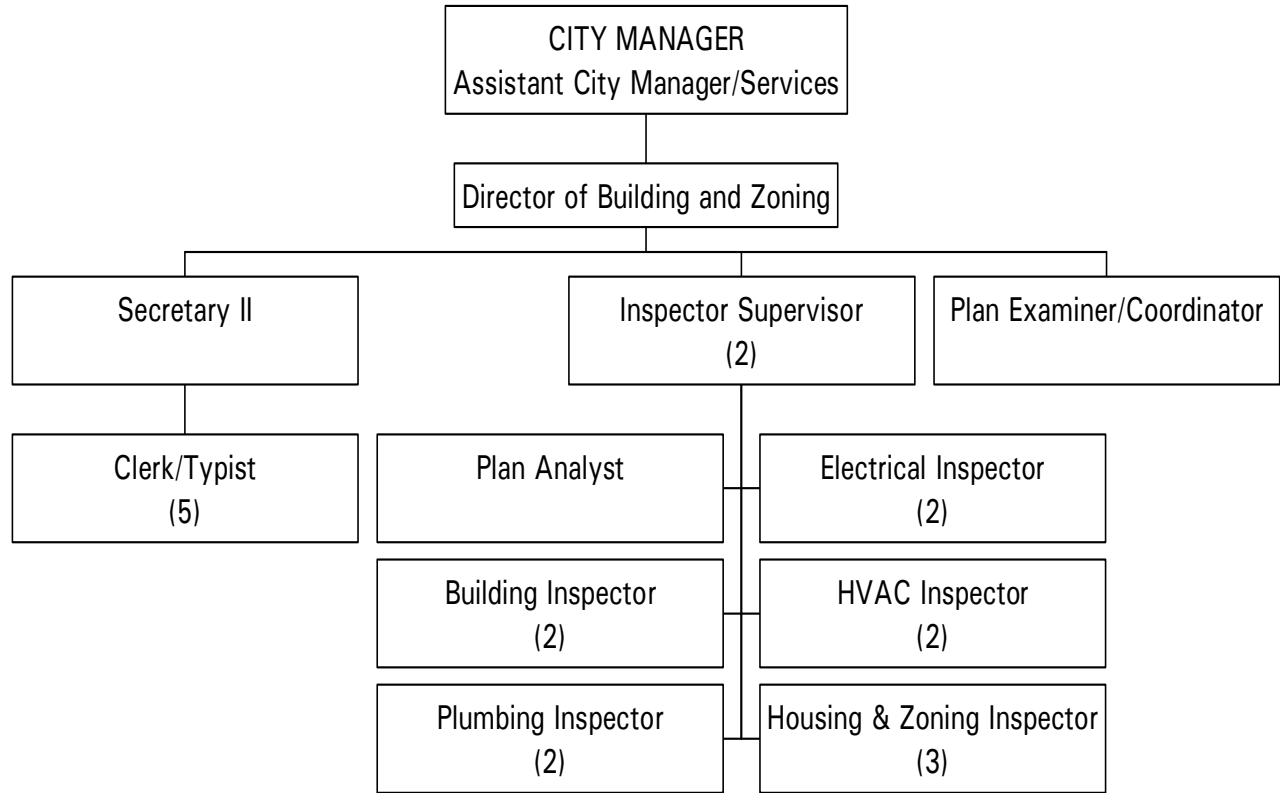
2004/05 PERFORMANCE OBJECTIVES

1. Improve operating technology. (Staff Objective 1, 3, 6)
2. Adopt new Property Maintenance Code. (Staff Objective 3)
3. Increase number of annual apartment inspections. (Staff Objective 3)
4. Improve access to information available on the website. (Staff Objective 1, 3, 6)
5. Adopt a reorganized, more user friendly Sign Ordinance. (Staff Objective 3)
6. Develop improved directional signage for Civic Center site. (Staff Objective 3)
7. Begin document imaging program for long term records storage. (Staff Objective 1, 6)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Number of Building Permits Total	1,867	2,000	1,750	1,800
Number of Sign Permits	365	470	400	400
Value of Construction Total	\$141,941,808	\$140,000,000	\$170,000,000	\$135,000,000
Value of Construction – Industrial	\$8,162,623	\$12,000,000	\$10,000,000	\$15,000,000
Value of Construction – Commercial	\$46,752,364	\$45,000,000	\$72,000,000	\$55,000,000
Value of Construction – Religious/ Govt.	\$25,042,486	\$8,000,000	\$15,000,000	\$5,000,000
Single Family Dwelling Permits	147	150	160	140
Value of Construction – Residential	\$61,148,815	\$60,000,000	\$45,000,000	\$60,000,000
Plan Review	1,053	1,200	1,000	1,000
BZA Items Considered - Total *	106	105	105	100
BBA Items Considered - Total *	37	35	35	35
Number of Inspections - Total *	38,474	38,000	35,000	36,000
Multiple Dwelling Inspections	466	1,000	1,800	1,500
Avg. Daily Inspections/Inspector *	15.68	15.60	15.80	15.60
Avg. Miles/Inspection *	2.12	2.20	2.28	2.20
License and Registrations Issued	1,493	1,300	1,300	1,300

* Calendar Year

BUILDING INSPECTION DEPARTMENT
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Director of Building & Zoning	1	1	1
Inspector Supervisor	2	2	2
Plan Examiner/Coordinator	1	1	1
Secretary II	1	1	1
Clerk/Typist	5	5	5
Plan Analyst	1	1	1
Building Inspector	2	2	2
Electrical Inspector	2	2	2
H.V.A.C. Inspector	2	2	2
Housing & Zoning Inspector	3	3	3
Plumbing Inspector	2	2	2
TOTAL DEPARTMENT	22	22	22

BUILDING INSPECTION DEPARTMENT
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

PERSONAL SERVICES:

The Personal Services budget increased \$92,690 or 5.1 percent due to increases in wages as a result of employees moving through pay grades and fringe benefits.

COMMUNICATIONS:

Communications budget is increased \$120 or 200 percent to allow for the acquisition of two additional pagers for members of the Emergency Operations Center Team.

ENGINEERING DEPARTMENT

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATION

- Prepares and administers department budget
- Prepares and administers Capital improvement budget for roads, sanitary sewers, water mains, storm drains and sidewalks
- Develops Master Plans for Capital improvements
- Liaisons with Federal, State and County agencies and other Cities to implement projects
- Liaisons with developers to implement public improvements for new residential, commercial, and industrial developments
- Liaisons with utility companies for private utility construction in City right-of-way
- Prepares and maintains Development Standards for new development
- Prepares and maintains specifications for Capital improvement projects
- Prepares and administers Phase II Stormwater permit programs
- Performs traffic analysis for roadway defects and deficiencies
- Maintains and analyzes traffic crashes, traffic volumes, signal maintenance and traffic sign records
- Determines traffic impact for new development and recommend solutions
- Liaisons with Federal, State and County transportation agencies to disseminate public information on traffic and pedestrian safety
- Liaisons with the City Traffic Safety Committee

ENGINEERING

- Designs and administers construction of public improvement projects such as roads, storm drains, and water mains
- Reviews development-related public improvement plans for compliance with City standards and specifications
- Reviews development-related site grading and drainage plans for compliance with City, County and State requirements
- Maintains quarter section utility maps
- Maintains City development standards, construction specifications and standard construction details
- Coordinates construction-related inquiries and/or concerns from the public concerning City construction projects, commercial and residential development projects
- Answers questions and/or provide floodplain information and floodplain management
- Provides information to the public on existing utility locations or potential availability of utilities
- Issues permits and performs inspections for soil erosion control, culvert and right-of-way permits
- Prepares Special Assessment District projects for paving, sanitary sewers and sidewalks

SURVEYING AND INSPECTION

- Conducts surveys for design and construction of public improvements
- Implements and maintains the City's global positioning and bench mark systems
- Participates in development of the City's geographic information system
- Conducts surveys for the investigation of development-related drainage problems
- Inspects public improvements for compliance with development standards, construction specifications and soil erosion control requirements
- Inspects city road, water and sewer projects

TRAFFIC ENGINEERING

- Analyzes roads for defects and deficiencies
- Maintains records for crashes, signals, and signs
- Conducts and maintains traffic volume counts
- Reviews plans for new developments for compliance with traffic standards
- Handles requests for new traffic signals and signs
- Liaisons with the Road Commission for Oakland County on traffic signal complaints
- Investigates traffic vision obstructions
- Traffic Committee activities
- Process sidewalk waiver requests
- Performs site plan reviews
- Traffic Impact Study reviews
- Identify traffic safety concerns, develop projects, prepare applications for state and federal funding for the improvements

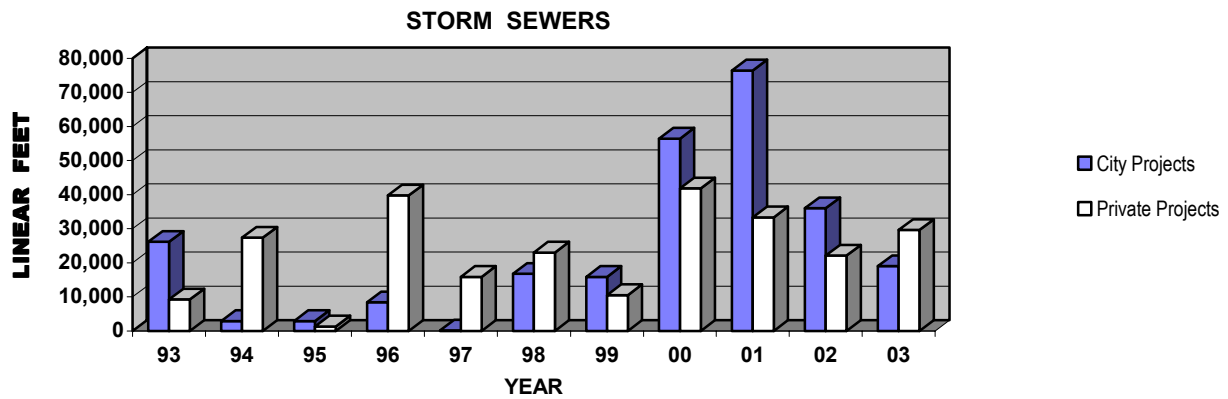
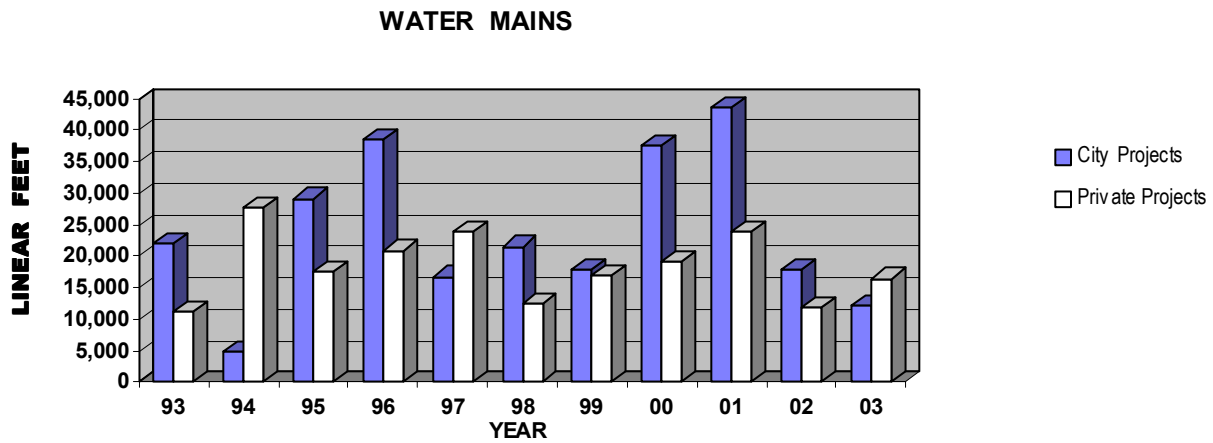
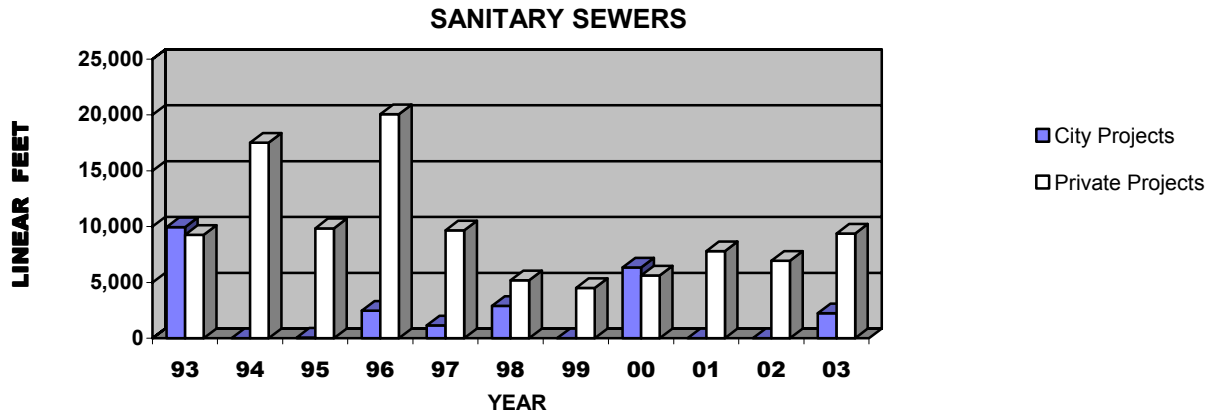
ENGINEERING DEPARTMENT
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Engineering	\$2,415,579	\$2,393,447	\$2,584,150	\$2,769,020	\$2,764,840	-.2%
Traffic Engineering	219,217	206,744	230,880	249,380	249,040	-.1
TOTAL DEPARTMENT	\$2,634,796	\$2,600,191	\$2,815,030	\$3,018,400	\$3,013,880	-.1%
Personal Services	\$2,037,050	\$2,062,525	\$2,239,560	\$2,353,370	\$2,393,260	1.7%
Supplies	43,122	34,273	25,800	35,250	32,100	-8.9
Other Services/Charges	542,177	482,836	535,670	615,780	570,120	-7.4
Capital Outlay	12,447	20,557	14,000	14,000	18,400	31.4
TOTAL DEPARTMENT	\$2,634,796	\$2,600,191	\$2,815,030	\$3,018,400	\$3,013,880	-.1%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Engineering	22	4	22	4	22	4	22	4
Traffic Engineering	1	3	1	3	1	3	1	3
TOTAL DEPARTMENT	23	7	23	7	23	7	23	7

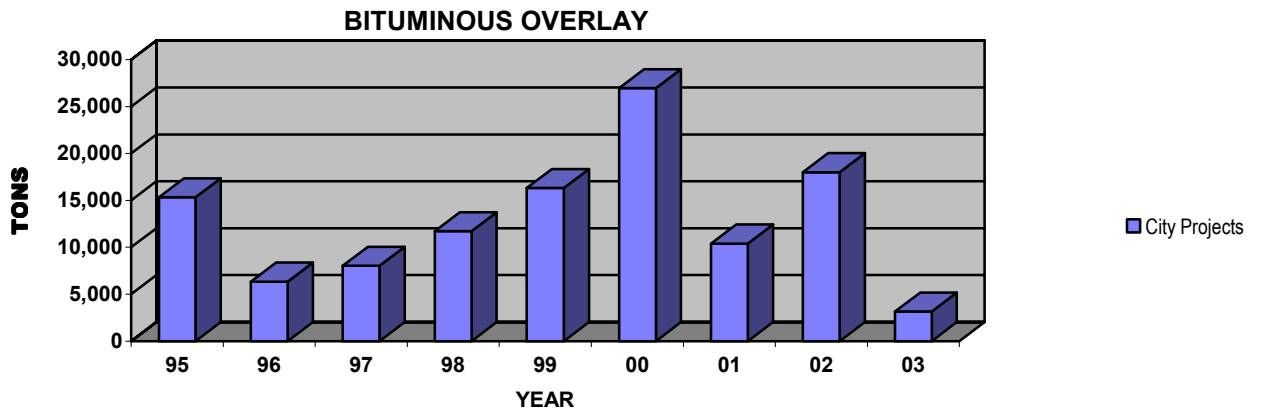
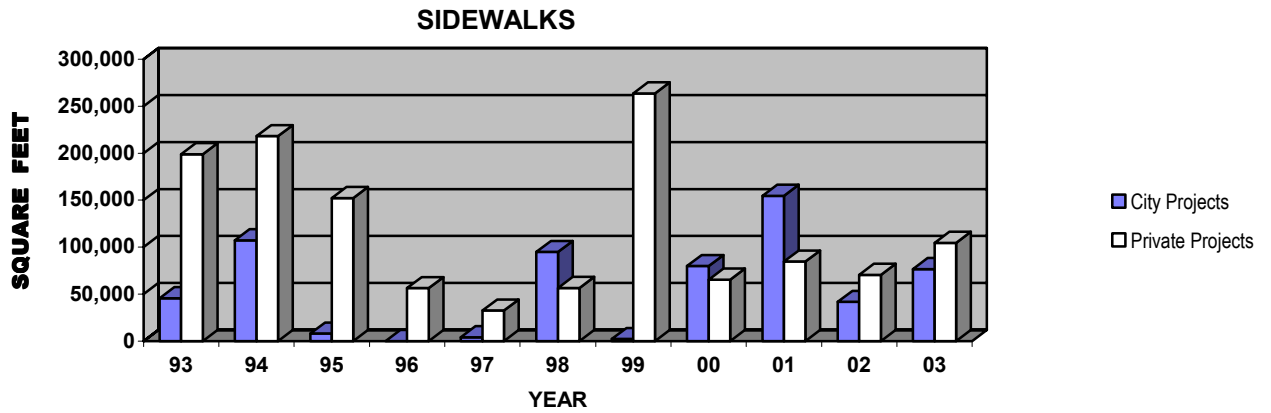
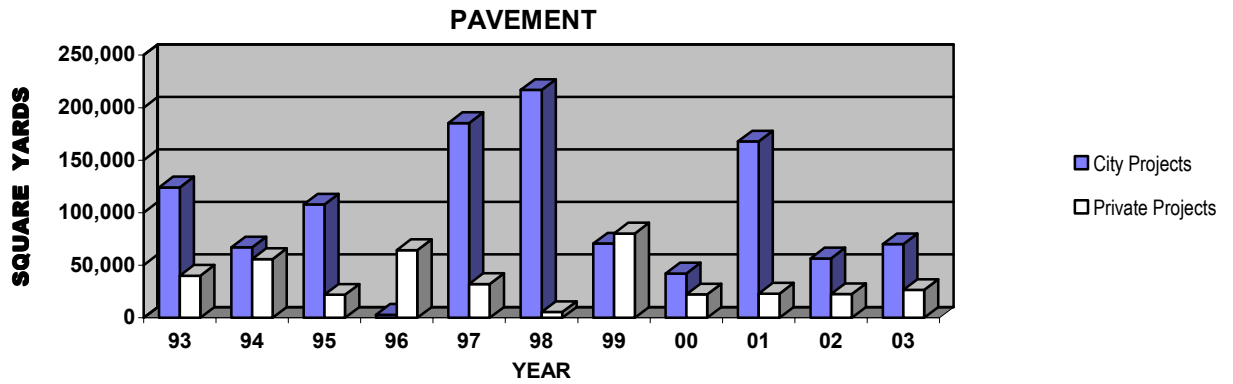
ENGINEERING DEPARTMENT

2004/05 KEY DEPARTMENTAL TRENDS



ENGINEERING DEPARTMENT

2004/05 KEY DEPARTMENTAL TRENDS, CONTINUED



ENGINEERING DEPARTMENT

2004/05 SERVICE AND MISSION STATEMENTS

SERVICE STATEMENT:

Engineering is responsible for planning, design and construction of City projects such as roads, sewers, water mains and drains.

Major responsibilities include in-house design of public works projects and oversight of consulting engineers engaged in design, construction engineering, inspection and materials testing on large complex City projects.

Engineering develops master plans, cost estimates and funding strategies for public improvement projects. Engineering reviews plans for public and private improvements in City right-of-ways for compliance with City ordinances and design development standards. Engineering is responsible for all records of City utilities, local and major streets, traffic counts, crashes, signal maintenance and control orders. Engineering receives requests for installation of new traffic control devices and sidewalk waivers and processes these requests through the Traffic Committee and City Council.

Residents, property owners, developers, builders and consulting engineers obtain a variety of information from Engineering such as utility, wetland and floodplain locations, development standards, construction specifications, permit and inspection requirements and location and availability of City utilities. Property owners can receive information on special assessment procedures for implementing road, water, sewer or sidewalk improvements. Engineering is responsible for setting the right-of-way standards, issuing right-of-way construction permits, soil erosion control, soil removal and filling permits and all permit inspection. Plans for private development are submitted to engineering for review for conformance with City development and traffic requirements.

Construction inspection is conducted to ensure conformance with City requirements, State of Michigan requirements and compliance with the Soil Erosion and Sedimentation Control Act.

Engineering develops and administers Phase II Stormwater permit programs to educate the public and implement programs and projects to improve and protect water quality in drains and rivers.

MISSION STATEMENT:

The mission of the Engineering Department is to design high quality public improvements based on the use of sound engineering principles and cutting edge technology whenever possible.

The Engineering Department sets the standards and specifications for new developments and reviews plans and inspects construction to improve, preserve and maintain the public infrastructure.

The Engineering Department also sets the requirements and inspects private utility construction and all other construction in the public rights-of-way. The Engineering Department coordinates effectively with other governmental agencies to ensure that projects within Troy will provide the greatest possible benefit to the City. The Engineering Department strives to stay on the leading edge of technology to provide the highest quality public improvements and engineering services at the lowest possible cost.

ENGINEERING DEPARTMENT

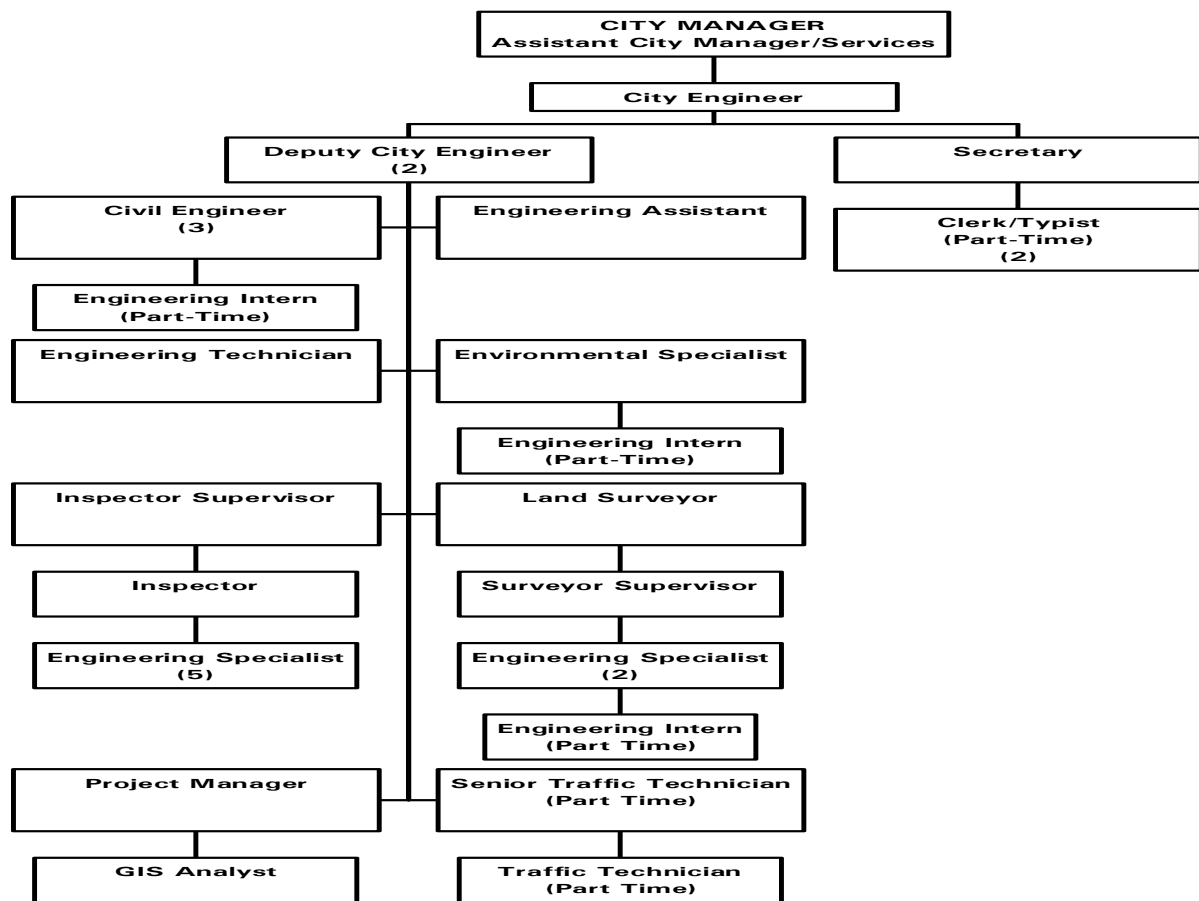
2004/05 PERFORMANCE OBJECTIVES

1. Construct major road projects: Crooks, Square Lake to South Boulevard; Dequindre, Wattles to Long Lake; Maplelawn, Crooks to Maple. (Staff Objective 3, 7)
2. Complete preliminary design by consultants for five major road projects and seek federal funds for Livernois, Rochester, Stephenson, John R and Wattles/Rochester construction. (Staff Objective 3, 7)
3. Administer storm water programs, public education, illicit discharge elimination, standards review, etc. related to new Federal storm water regulations. (Staff Objective 1, 3)
4. Enhance enforcement of soil erosion control. (Staff Objective 3)
5. Inspect subdivision detention ponds, resolve deficiencies and reduce incidence of unaccepted ponds. (Staff Objective 3)
6. Participate with Oakland County Drain Commission on grant-funded detention pond study and streambank inventory study (Staff Objective 3)
7. Develop a web page for the Neighborhood Traffic Harmonization Program. (Staff Objective 1, 3, 6)
8. Work with the Road Commission for Oakland County to implement updated traffic signal timings (yellow and all-red phase). (Staff Objective 3)

PERFORMANCE INDICATORS	2002/03	2003/04	2003/04	2004/05
	ACTUAL	PROJECTED	BUDGET	BUDGET
Site plans approved	21	40	40	40
Subdivision plans approved	8	10	10	10
Right-of-way permits issued	51	70	70	70
Utility permits Issued	34	50	60	50
Soil erosion permits issued	300	300	350	300
Soil erosion inspections	900	2,500	1,300	2,200
Machine traffic counts	138	140	150	150
Speed studies	36	43	40	45
School safety studies	3	2	3	3
Signal warrant studies	3	4	3	4
Level of service studies	28	30	50	30
Public information brochures	1	0	2	2
Collision diagrams	48	55	50	60

ENGINEERING DEPARTMENT

2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
City Engineer	1	1	1
Deputy City Engineer	2	2	2
Secretary	1	1	1
Civil Engineer	3	3	3
Engineering Assistant	1	1	1
Engineering Technician	1	1	1
Environmental Specialist	1	1	1
Inspector Supervisor	1	1	1
Land Surveyor	1	1	1
Project Manager	1	1	1
Senior Traffic Tech (Part-Time)	1	1	1
Clerk/Typist (Part-Time)	2	2	2
Engineering Specialist	7	7	7
Engineering Intern (Part-Time)	3	3	3
GIS Data Analyst	1	1	1
Inspector	1	1	1
Survey Supervisor	1	1	1
Traffic Technician (Part-Time)	1	1	1
TOTAL DEPARTMENT	30	30	30

ENGINEERING DEPARTMENT

2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

PERSONAL SERVICES:

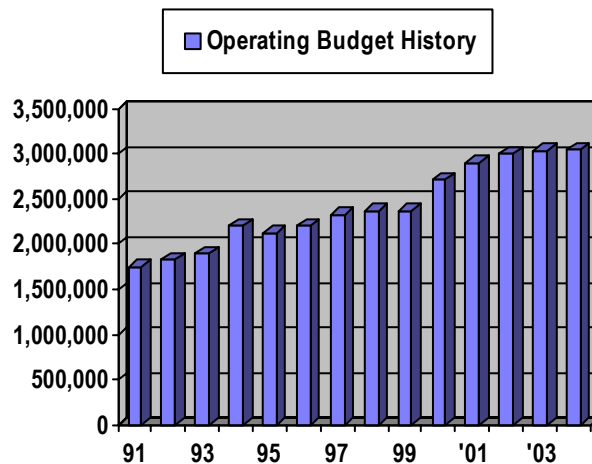
The total Personal Services budget increased \$39,890 or 1.7 percent over last year despite no increase in staff positions due to projected salary and benefit adjustments for all budgeted positions.

OTHER SERVICES/CHARGES:

The Other Services/Charges budget decreased \$45,660 or 7.4 percent from last year. Small reductions in several units and consulting services account for the overall reduction.

CAPITAL OUTLAY:

The Capital Outlay budget increased \$4,400 or 31.4 percent from last year. Increases in new computer software and software maintenance charges account for the overall increase.



FINANCE AND ADMINISTRATION

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ACCOUNTING

- Responsible for accounting of all financial transactions
- Processes City payroll & Retiree payments
- Performs accounts payable processing
- Processes accounts receivable for General Fund
- Assists in annual audit
- Responsible for grant reimbursement requests

TREASURER'S OFFICE

- Responsible for collection and recording of all City revenue accounts
- Prepares and deposits all funds to appropriate accounts
- Maintains and balances tax roll
- Reconciles the Downtown Development District
- Maintains billing of Special Assessments and name and address files
- Processes outgoing City mail

PURCHASING

- Processes all non-construction bid requests for goods and services
- Reviews and approves all on-line purchase orders
- Reviews and approves all City invoices
- Performs contract administration of City-wide, non-construction contracts

CITY CLERK'S OFFICE/ ELECTIONS

- Prepares and distributes City Council agendas
- Maintains City Charter and Code
- Issue licenses required by Code
- Registers and issues birth and death certificates
- Answers the main switchboard and provides information to visitors at City Hall
- Maintains voter registration files
- Conducts all elections
- Provides notary service
- Provides notice all Council and Planning Commission Public Hearings

ASSESSING

- Supervises the preparation of Assessment Roll
- Secretary of the Board of Review
- Implements policies and procedures
- Represents the City before City Council
- Prepares and administers department budget
- Defends City in all matters before full Michigan Tax Tribunal.

INFORMATION TECHNOLOGY

- Prepares and administers department budget
- Keeps abreast of technological changes.
- In conjunction with Computer Steering Committee:
 1. Develops short and long term plans
 2. Manages plan purchases and implementation
 3. Establishes standards
 4. Adopts policies
 5. Supports and maintains software and hardware
 6. Acts as liaison with City departments

COMMUNITY AFFAIRS

- Prepares quarterly newsletter and citizen City calendar
- Coordinates public relations activity for all departments
- Administers cable TV sources
- Produces City programs on City activities and media guide

RISK MANAGEMENT

- Responsible for City Casualty/Property Insurance Program
- Responsible for City Workers' Compensation Insurance Program
- Responsible for employee insurance benefits programs
- Coordinates City safety programs

FINANCE AND ADMINISTRATION
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Accounting	\$851,496	\$853,325	\$965,190	\$975,790	\$990,760	1.5%
Assessing	787,947	835,226	803,790	905,320	879,690	-2.8
City Clerk's Office	370,731	420,231	454,480	464,550	488,210	5.1
Independent Audit	41,424	42,183	54,560	45,000	50,000	11.1
Elections	122,498	189,507	141,030	144,750	204,460	41.3
Human Resources	454,680	468,294	481,510	517,270	549,580	6.3
Purchasing	318,454	345,508	356,780	348,560	371,750	6.7
Board of Review	1,258	1,118	1,640	1,700	1,640	-3.5
Treasurer's Office	456,242	446,799	488,000	593,820	584,820	-1.5
Community Affairs	514,749	565,871	599,870	645,770	719,780	11.5
TOTAL DEPARTMENT	\$3,919,479	\$4,168,062	\$4,346,850	\$4,642,530	\$4,840,690	4.3%
Personal Services	\$3,198,185	\$3,406,946	\$3,442,670	\$3,624,180	\$3,769,300	4.0%
Supplies	156,458	169,526	174,140	\$174,760	169,390	-3.1
Other Services/Charges	564,836	591,590	730,040	843,590	902,000	6.9
TOTAL DEPARTMENT	\$3,919,479	\$4,168,062	\$4,346,850	\$4,642,530	\$4,840,690	4.3%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Finance	42	9	42	10	43	10	39	12
TOTAL DEPARTMENT	42	9	42	10	43	10	39	12

ACCOUNTING/RISK MANAGEMENT
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Accounting/Risk Management	\$851,496	\$853,325	\$965,190	\$975,790	\$990,760	1.5%
TOTAL DEPARTMENT	\$851,496	\$853,325	\$965,190	\$975,790	\$990,760	1.5%
Personal Services	\$793,988	\$795,146	\$903,400	\$915,330	\$928,980	1.5%
Supplies	21,596	19,362	17,100	17,100	17,100	
Other Services/Charges	35,912	38,817	44,690	43,360	44,680	3.0
Capital Outlay	0	0	0	0	0	
TOTAL DEPARTMENT	\$851,496	\$853,325	\$965,190	\$975,790	\$990,760	1.5%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Accounting/Risk Management	11	0	11	0	11	0	10.5	0
TOTAL DEPARTMENT	11	0	11	0	11	0	10.5	0

ACCOUNTING/RISK MANAGEMENT

2004/05 SERVICE STATEMENT

The Accounting Division is responsible for the books of original entry for the assets, liabilities, equities, revenues and expenditures of the City. Payroll, retiree payments, accounts payable, escrow deposits, fixed asset details, grant records, and accounts receivable are accounted for under the direction of the Financial Services Director. All funds are monitored for accuracy and proper accounting methods. An annual audited financial report, required by State statute, is produced and expanded into the *Comprehensive Annual Financial Report*.

Monthly financial reports are provided to all departments. These reports provide actual expenditures for the previous fiscal year and current expenditures to date as compared to budgeted amounts for the current year. Any questions regarding these reports are handled through the Accounting Division.

The processing of payroll for all City employees is an important function of Accounting. All time sheet information is entered and income tax withholding payments related to payroll are processed in a timely manner. In addition to the regular bi-weekly payroll for current employees, monthly checks are prepared for the City's retirees. A report is provided to each department to monitor the recording of leave time used by each employee. Any discrepancies are corrected in a timely manner.

Accounting processes all accounts payable checks on a weekly or monthly basis, depending on the vendor. Account numbers assigned by the requesting department are verified for accuracy before checks are issued. The address book for accounts payable vendors is maintained within the department.

Fixed assets and depreciable asset records are maintained by Accounting. Listings are provided to departments on a yearly basis for the purpose of taking a physical inventory of assets assigned to them.

All departments desiring invoices to be generated must submit the information to Accounting for processing. These invoices are for a variety of things with the most issued for weed cutting and false alarms. Contractors are also invoiced for damages incurred.

Records are maintained for long-term capital projects, such as water, sewer, street and drainage improvements. These projects often encompass more than one fiscal year. Grant reimbursement requests are processed through the Accounting Division. Most grants require very detailed accounting records to be maintained.

The Risk Management Division is responsible for administering the City's insurance programs that include: casualty and property, workers' compensation, employee medical, dental, life and disability insurance, and the employee safety program. Premiums for employee health insurance are reconciled and processed monthly. Risk Management identifies and analyzes exposures, evaluates alternative risk control techniques to reduce the frequency and severity of exposures, selects the best and most reasonable risk control or risk financing technique, implements the chosen technique, and monitors the results. This is done to protect the City's property, liability, personnel, services, and revenue from potential or real loss.

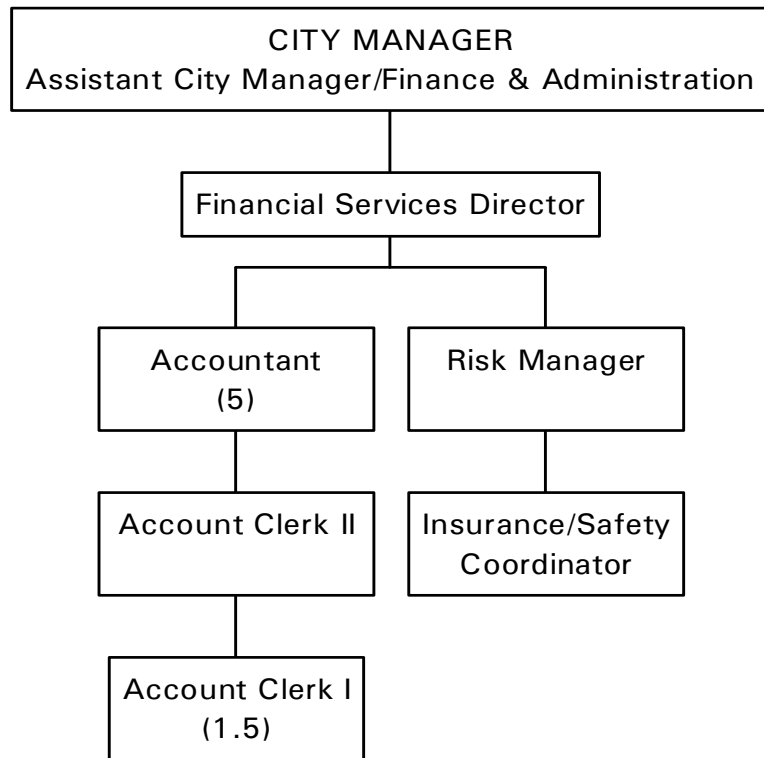
ACCOUNTING/RISK MANAGEMENT

2004/05 PERFORMANCE OBJECTIVES

1. Finalize implementation of Hansen Technology's water billing and GASB 34 financial statement programs. (Staff Objective 6)
2. Continue integration of duties between Accounting and City Treasurer's Office. (Staff Objective 3)
3. Categorize and prepare existing physical documents for transfer to optical imaging. (Staff Objective 1, 6)
4. Analyze, evaluate and minimize or reduce the cost of insurance to the City. (Staff Objective 9)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Payroll checks/direct deposits issued annually	23,224	23,250	23,000	24,000
General Fund invoices issued annually	2,193	2,300	2,600	2,300
Number of bank statements reconciled monthly	9	9	9	8
Processed accounting for general accounts payable checks	13,450	14,000	14,000	14,000
Retiree checks/direct deposits issued annually	2,796	3,000	2,850	3,100
Escrow deposit release checks issued annually	1,096	1,000	1,500	1,100
Processed accounting for trust and agency accounts payable checks	925	950	1,000	1,000
Insurance certificates approved	307	400	300	400
Workers' compensation claims processed	77	90	90	90
Liability claims processed	162	161	180	170
Surety bonds approved	19	35	20	30
Safety training programs conducted	15	15	18	18
Hospitalization insurance change transactions	254	254	250	250

ACCOUNTING/RISK MANAGEMENT
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Financial Services Director	1	1	1
Accountant	5	5	5
Risk Manager	1	1	1
Account Clerk II	0	1	1
Insurance/Safety Coordinator	1	1	1
Account Clerk I	3	2	1.5
TOTAL DEPARTMENT	11	11	10.5

ACCOUNTING/RISK MANAGEMENT
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

PERSONAL SERVICES:

Increases in medical insurance premiums and retirement contributions (\$7,600) were offset by the partial reassignment of an Account Clerk I to the City Treasurer's Office (-\$14,300).

ASSESSING DEPARTMENT
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Assessing Department	\$787,947	\$835,226	\$803,790	\$905,320	\$879,690	-2.8%
Board of Review	1,258	1,118	1,640	1,700	1,640	-3.5
TOTAL DEPARTMENT	\$789,205	\$836,344	\$805,430	\$907,020	\$881,330	-2.8%
Personal Services	\$690,102	\$722,747	\$693,140	\$793,100	\$765,580	-3.5%
Supplies	23,144	26,823	23,650	25,150	23,650	-6.0
Other Services/Charges	75,959	86,774	88,640	88,770	92,100	3.8
TOTAL DEPARTMENT	\$789,205	\$836,344	\$805,430	\$907,020	\$881,330	-2.8%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Assessing Department	10	0	10	0	10	0	8	2
TOTAL DEPARTMENT	10	0	10	0	10	0	8	2

ASSESSING DEPARTMENT

2004/05 SERVICE STATEMENT

The Assessing Department is responsible for assessment of all real and personal property within the boundaries of the city of Troy. As mandated by the State of Michigan Constitution, all property must be assessed at 50 percent of its market value. The first function of the process involves an accurate inventory of all of this property, which demands that Assessing be able to legally describe all real property, whether it be a "metes and bounds" (engineered survey) or a platted lot (subdivision) description. As a function of this process, Assessing handles all combinations, splits, corrections and any other description changes that may be requested by an owner of a property.

Assessing ensures that any description changes meet local ordinances with the assistance of the Building and Planning Departments. These changes must also conform to the Land Division Act. Assessing makes sure the correct owner of all property is recorded with that property. This is accomplished through examination of deeds, and property transfer affidavits. These two items are also used to assist in the assessment of property.

The appraisal of property covers three types of property: vacant land, improved land and personal property. Personal property is all (but not limited to) furniture, fixtures, machinery, signs, equipment, computers, tools, dies, jigs, leased equipment, leasehold improvements, and buildings on leased land. All of these items are reported to Assessing by cost and year of acquisition (except buildings on leased land). They are then depreciated by their attendant multipliers, and assessed at 50 percent of that product.

There are three approaches to value work in the following manner. The *cost approach* reproduces a functionally equal improvement to the subject that is depreciated for age and obsolescence, and then assessed at 50 percent. The *sales comparison approach* uses sales of similar type properties, adjusts them for differences from the subject, and correlates this product into an estimate of value that is then assessed at 50 percent. The *income approach* is predicated on converting an income stream into a value, on the theory that 'value is the present worth of future benefits'. In this approach, net income is capitalized into value, which is then assessed at 50 percent. In the mass appraisal of property, the cost approach is used to set a base value, which is then compared to the sales of similar properties, and adjusted to meet the market by use of an economic condition factor. These values are then assessed at 50 percent.

Vacant land is normally appraised by using the *sales comparison approach*, wherein the sale of like properties is used as a comparison, to arrive at the market value of the parcel, and then assessed at 50 percent of that value.

Improved properties are appraised using any one or a combination of all three common approaches to value: *cost*, *sales comparison*, or *income approach*. All require an accurate representation of the improvement, which is accomplished by examining architectural plans, building permits, and physically inspecting and measuring the improvement.

Assessing is responsible for the Special Assessment rolls, which ensures equitable disbursement of the cost of infrastructure improvements to all benefited parties. Assessing administers the Principal Residence Exemption, and Property Transfer Affidavit Programs mandated by the changes brought about by Proposal "A" of 1994.

In summary, Assessing is responsible for a combined total 2004 State Equalized Valuation that will top \$6.3 billion, second only to Detroit in the State of Michigan. Of all the counties in the State, Troy's State Equalized Value would rank 12th if it were a county by itself.

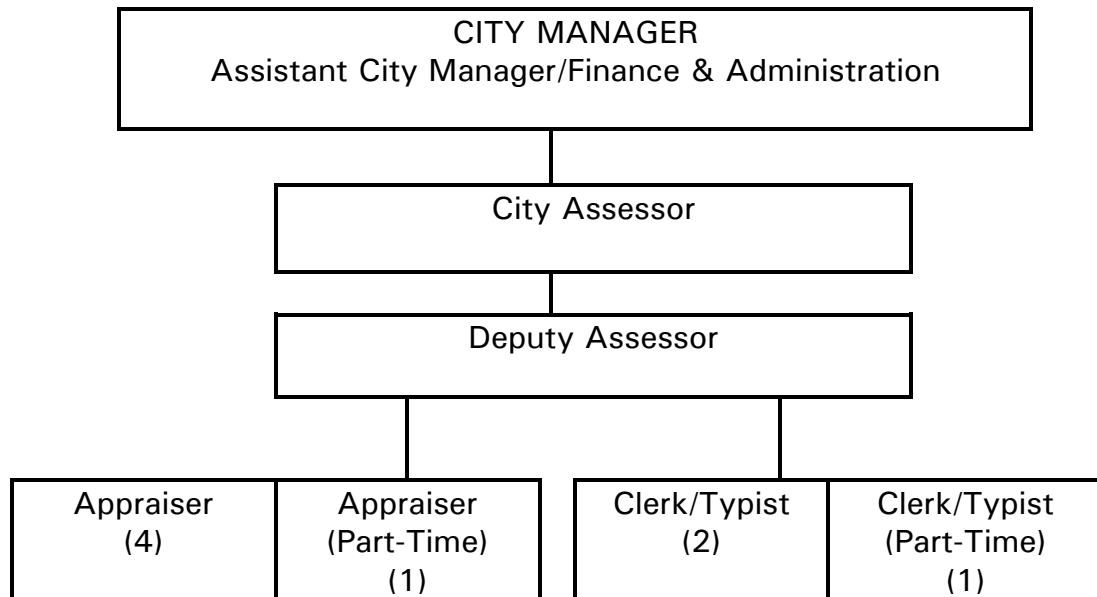
ASSESSING DEPARTMENT

2004/05 PERFORMANCE OBJECTIVES

1. Training for staff in computer software applications. (Staff Objective 4)
2. Facilitate transfer of data to the GIS system. (Staff Objectives 1, 6)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Commercial and industrial appraisals	327	300	300	300
Residential appraisals	1,500	1,200	1,200	1,500
Personal property audits	268	274	300	300
Principal residence exemptions	2,000	2,700	2,500	2,800
Transfer affidavits and deed processing	3,500	4,000	3,500	4,000
Property description changes	250	400	400	300
Reinspections	1,500	1,500	1,500	1,500
Small claims tribunal appeals	50	42	50	50
Full tribunal appeals	60	27	60	60

ASSESSING DEPARTMENT
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
City Assessor	1	1	1
Deputy Assessor	1	1	1
Appraiser	5	5	4
Appraiser (Part-Time)	0	0	1
Clerk/Typist	3	3	2
Clerk/Typist (Part-Time)	0	0	1
TOTAL DEPARTMENT	10	10	10

ASSESSING DEPARTMENT
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

PERSONAL SERVICES:

The total Personal Services budget is reduced due to the loss of one full-time appraiser position, and one full-time clerical position. These positions are being filled with a part-time appraiser and a part-time clerk, resulting in a net loss of one full-time position.

CITY CLERK'S OFFICE/ELECTIONS
2004/05 DEPARTMENT AT A GLANCE

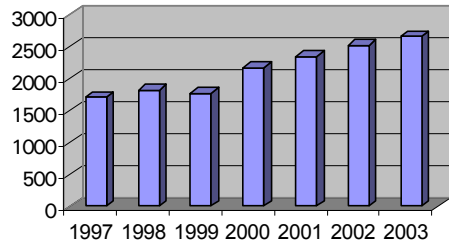
FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
City Clerk's Office	\$370,731	\$420,231	\$454,480	\$464,550	\$488,210	5.1%
Elections	122,498	189,507	141,030	144,750	204,460	41.3
TOTAL DEPARTMENT	\$493,229	\$609,738	\$595,510	\$609,300	\$692,670	13.7%
Personal Services	\$417,523	\$531,001	\$478,070	\$486,230	\$564,040	16.0%
Supplies	29,907	31,118	34,100	34,250	33,500	-2.2
Other Services/Charges	45,799	47,619	83,340	88,820	95,130	7.1
TOTAL DEPARTMENT	\$493,229	\$609,738	\$595,510	\$609,300	\$692,670	13.7%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
City Clerk's Office	6	1	6	2	7	2	6	2
TOTAL DEPARTMENT	6	1	6	2	7	2	6	2

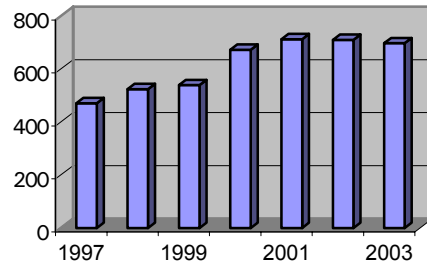
CITY CLERK'S OFFICE/ELECTIONS

2004/05 KEY DEPARTMENTAL TRENDS

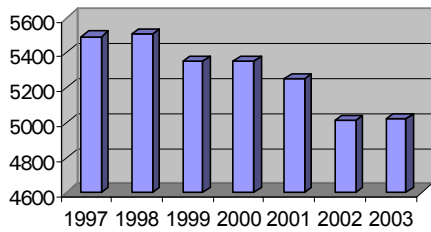
Birth Registrations



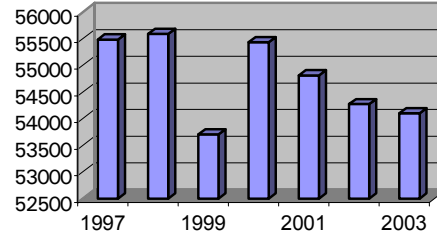
Death Certificates



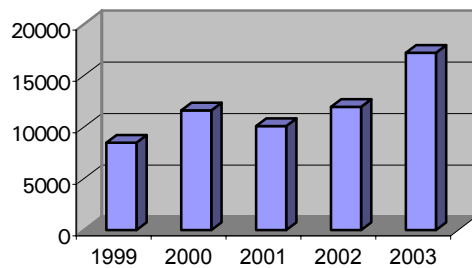
Dog Licenses



Voter Registrations



Voter Transactions



CITY CLERK'S OFFICE/ELECTIONS
2004/05 SERVICE STATEMENT AND MISSION STATEMENT

SERVICE STATEMENT:

The City Clerk's Office provides clerical service to the City Council both in the preparation of their regularly scheduled meeting agendas as well as providing minutes of their meetings.

As official keeper of the records, original minutes of all meetings of Council and their Boards and Committees, as well as all official documents and permanent records, are kept and archived by the City Clerk.

Birth and death records are processed and filed for all events occurring within the City with the Clerk's Office. Certified copies are made available, upon request, to those people eligible to purchase copies.

Arrangements for burial in any of the City's cemeteries are arranged through the City Clerk and lots sold whenever they are available.

The City Clerk's Office provides a notary service to the community.

The City Clerk's Office is charged with the conduction of all elections in accordance with State and Federal laws. It is the duty of the City Clerk to oversee all preparations and the conduct of the elections to maintain the integrity of the election process in compliance with law.

The City Clerk administers the *Oath of Office* to City officials, police officers and State appointments, as requested.

Licenses, such as, dog, business, Christmas tree lots, amusement places and devices, taxicabs, limousines, peddlers and sidewalk sales are processed by the Clerk's Office. Petitions, lawsuits, subpoenas and *Freedom of Information* requests are filed with the Clerk's Office as well.

City Clerk's Office serves as a Pass Port Acceptance Agency and accepts passport applications and forwards completed applications along with the appropriate documentation and fees to the Federal Government.

MISSION STATEMENT:

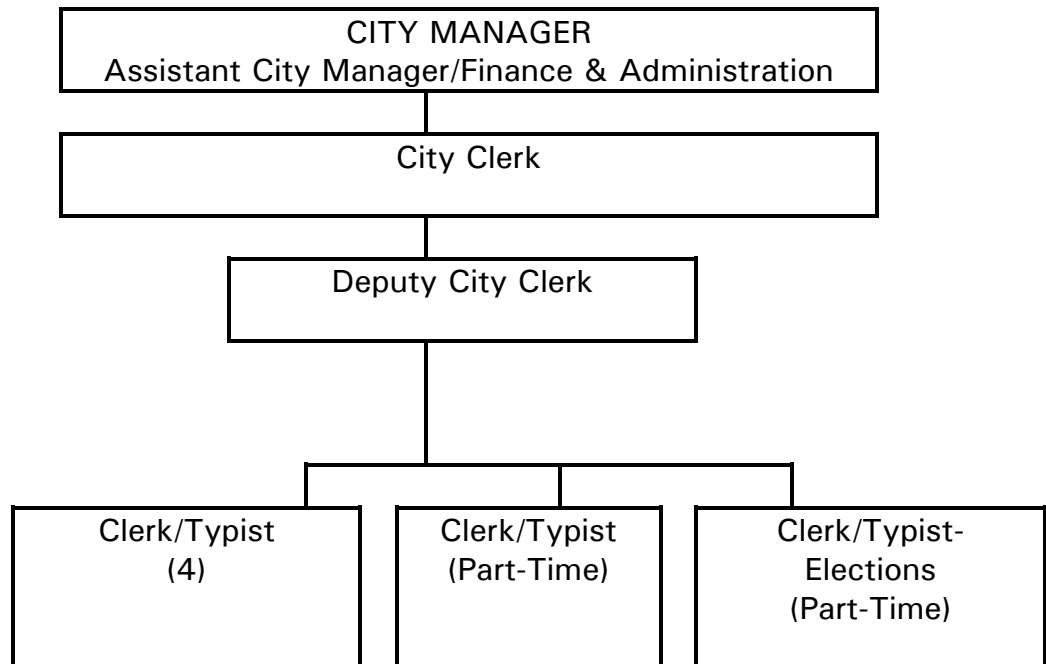
The mission of the City Clerk's Office is to expeditiously provide accurate and courteous response to all requests for service or information, and to be sensitive to the individual needs of citizens.

CITY CLERK'S OFFICE/ELECTIONS
2004/05 PERFORMANCE OBJECTIVES

1. Continued implementation of Pass Port Application Acceptance Facility with the addition of a passport picture program. (Staff Objective 3)
2. Use of document imaging software for preservation, retention and retrieval of all permanent documents. (Staff Objective 6)
3. Continued implementation of Electronic Death and Cemetery Record programs. (Staff Objective 6)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Birth Certificates	2,665	2,700	2,700	2,750
Death Certificates	697	725	750	750
<u>Voter Registration</u>				
• Registered Voters	54,273	54,100	52,274	54,500
• Voter Transactions	17,200	16,129	11,953	18,000
Dog Licenses	5,013	5,020	5,932	1,670
Taxi Cab Licenses	110	110	110	110
Miscellaneous Licenses	219	225	153	225
Pass Port Applications	187	1,120	N/A	2,000

CITY CLERK'S OFFICE/ELECTIONS
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
City Clerk	1	1	1
Deputy City Clerk	1	1	1
Clerk/Typist	4	5	4
Clerk/Typist (Part-Time)	1	1	1
Clerk/Typist – Elections (Part-Time)	1	1	1
TOTAL DEPARTMENT	8	9	8

CITY CLERK'S OFFICE/ELECTIONS
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

ELECTIONS:

Budget Year 2004/05 will incorporate increases in the Clerk's 192 Elections Account. Some of the increases are tied to an additional election due to the new Election Consolidation Laws going into effect mandating School Elections to be conducted by the Local Clerk. The laws provide for reimbursement of the costs associated with their election/s to be paid for by the school districts, The reimbursements are accounted for on the revenue side of the City Clerk's budget.

In addition to the conduct of school elections, there will be expenditure increases in the areas of staffing, postage and supplies associated with the Presidential Election. As in the past, the expenditures associated with this particular election are elevated over all other elections. This is due to the dramatic increase in the number of voters at the polls and a tripling of the number of Absentee Voter Ballots normally issued for other elections.

CLERKS:

The City Clerk's Office anticipates the revenue associated with the acceptance of passports to continue to increase, as the service becomes more widely known. The City Clerk's Office will begin offering a passport picture service as an additional service to passport applicants. It is believed that this service will provide for a one-stop process and increase participation in the program.

There will be a reduction of one full-time clerk/typist position that was originally budgeted for passport applications; additional work will be absorbed by existing staff.

COMMUNITY AFFAIRS DEPARTMENT
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Community Affairs	\$514,749	\$565,871	\$599,870	\$645,770	\$726,780	12.5%
TOTAL DEPARTMENT	\$514,749	\$565,871	\$599,870	\$645,770	\$726,780	12.5%
Personal Services	\$320,812	\$346,655	\$332,470	\$377,170	\$407,540	8.1%
Supplies	46,875	56,285	60,000	60,000	60,000	0
Other Services/Charges	147,062	162,931	207,400	208,600	259,240	24.3
TOTAL DEPARTMENT	\$514,749	\$565,871	\$599,870	\$645,770	\$726,780	12.5%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Community Affairs	3	5	3	5	3	5	3	6
TOTAL DEPARTMENT	3	5	3	5	3	5	3	6

COMMUNITY AFFAIRS DEPARTMENT

2004/05 SERVICE STATEMENT

The Community Affairs Department is committed to providing information to the public. This goal is directly related to the City Goal & Objective – Effectively and professionally communicate internally and externally. The communication methods utilized by the Community Affairs Department include the quarterly newsletter Troy Today; annual City Calendar; City web site; cable television programs; public service announcements; Popular Annual Financial Report; brochures about City services; informational bulletins; City Service Directory; press releases; photos and information packets for new residents.

The City's web site (ci.troy.mi.us) is undergoing a major review and redesign to provide up-to-date and accurate information about the City for our citizens. Another goal is to provide as many links as possible. Hotlinks include Troy's job openings, current bids, millage rates, tax bills, press releases, electronic water bill payment plan, and Community Guide. There is a complete phone directory for City services and departments, a community calendar and maps. The web site also contains City Council information (meeting dates, agendas and minutes); applications, agendas and minutes for City Boards & Committees; construction projects; job openings; maps; and frequently asked questions and answers. The home page includes links to the current Troy Today; the Financial Summary; annual Water Quality Report; City Code & Charter; as well as a link to Troy Daze information. Community Affairs will continue to work with Information Technology and other departments to further develop the web site appearance, function and volume of information.

All cable television services are coordinated through Community Affairs. City Council meetings are aired live as well as taped and cablecast on a regular basis during each week (Wednesdays at 10 a.m., Thursdays at 7 p.m., Saturdays and Sundays at 4 p.m. and 10 p.m.). Videotapes of all City Council Meetings and Study Sessions are now available to check out at the Troy Public Library. Troy Downtown Development Authority, Board of Zoning Appeals, Planning Commission, Youth Council and Senior Citizens Advisory Committee meetings are also taped and cablecast each month.

The Community Affairs Department produces a weekly community news update, Spotlight on Troy. It features such topics as fire prevention, community policing, parks & recreation, recycling and events and activities information. A new TargetVision system was purchased in 2003-04 budget to upgrade our cable bulletin board, which promotes City service messages, events and programs.

This department coordinates special events throughout the year, including Martin Luther King Celebration of Freedom, 3rd Grade student tours, Fire Fighter's Banquet, 4th of July Picnic, Holiday Tree Lighting, Veteran's Day and Memorial Day ceremonies and the Boards & Committees Appreciation Banquet. Community Affairs coordinates the photography of City services, events and activities year-round for use in the City calendar, newsletters, brochures, web site, budget book and displays at the Community Center and City Hall.

Community Affairs also coordinates the Citizens Academy twice a year. The program is a weekly class that meets nine times for three hours per semester to get an in-depth look at City services. The Community Affairs Department will continue to work on citizen surveys, development of informational CD-ROM, and a promotional display highlighting Troy's citizens, neighborhoods, services and businesses that can be utilized at conferences, City Hall, Troy Public Library and community events such as Troy Daze and Community Kaleidoscope.

The Community Affairs Department serves as the City liaison to community groups and City Boards and Committees including Troy Daze, Leadership Troy, Troy Activities Coordinating Team (TACT), COTHA, the MLKing Committee with Troy School District, the Cable Advisory Committee and Ethnic Issues Advisory Board. Staff offers tours of City Hall to scout troops and school groups, as well as informational talks to High School civic classes.

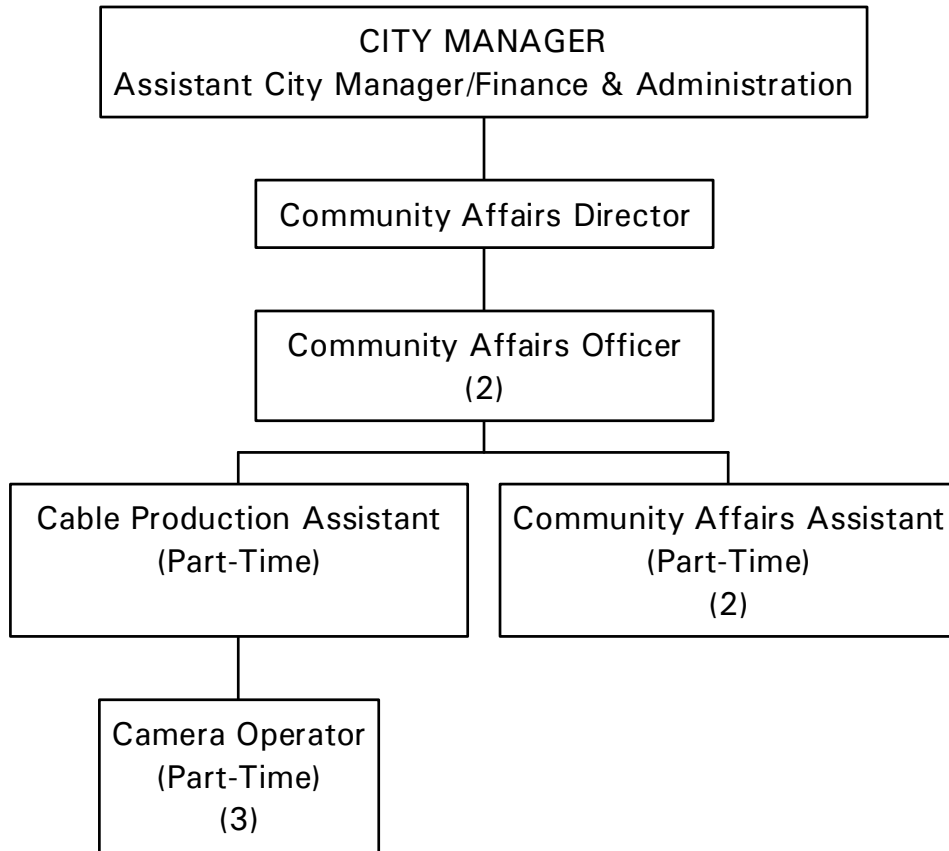
COMMUNITY AFFAIRS DEPARTMENT

2004/05 PERFORMANCE OBJECTIVES

1. Assist in a major marketing effort for the Community Center Banquet and Recreation facilities, Aquatic Center, Nature Center and Museum. (Staff Objective 1, 3)
2. Work in conjunction with Troy Museum staff to coordinate efforts for the City's 50th Anniversary celebration for 2005. (Staff Objective 3)
3. Increase volume of citizen feedback through Troy Today surveys, City web site. (Staff Objective 1, 3, 6)
4. Improve and increase citizen participation of existing programs (M.L.King Day, Beautification Awards, Tree Lighting Ceremony, Community Kaleidoscope, 4th of July Picnic, Citizens Academy, Veteran's Day & Memorial Day, etc.) and network to incorporate more community/business partnerships into these programs. (Staff Objective 3, 10)
5. Expand citizen access to application forms (Building Department, City Clerk's Office), Troy Today brochure, financial reports, senior newsletter, board and committee minutes, agendas, etc. (Staff Objective 6)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Press releases sent to the media	330	340	412	434
New resident packets distributed	770	760	775	780
Cable productions (City events, public service announcements, news briefs)	91	110	115	120
Brochures/publications produced	35	40	40	40
City Council and board meetings covered	75	120	120	120
Proclamations written	75	75	75	75

COMMUNITY AFFAIRS DEPARTMENT
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY			
	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Community Affairs Director	1	1	1
Community Affairs Officer	2	2	2
Camera Operators (Part-Time)	3	3	3
Community Affairs Assistant (Part-Time)	1	1	2
Cable Production Assistant (Part-Time)	1	1	1
TOTAL DEPARTMENT	8	8	9

COMMUNITY AFFAIRS DEPARTMENT
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

COMMUNITY PROMOTION:

City birthday party costs are anticipated for the 2005 yearlong celebration of Troy's 50th birthday. Costs of \$50,000 will include 50th anniversary logo design, commemorative souvenirs, banners, historical displays, publications, special cable productions, birthday celebration in June (month City was incorporated) with band, cake, food, tent rental, etc., additional celebration in December (date City Charter was adopted). Plans include partnerships with City Service Clubs, organizations and the business community.

CAPITAL OUTLAY:

The Capital Outlay budget contains funding for one cable equipment purchase and one renovation cost in 2004/05:

Video Cameras: Three JVC (GYDV550U) High Quality Professional Mini-DV Video Cameras including camera lens and body. Total cost for the three cameras is \$40,000. Three of our cameras in use at this time are 10 – 13 years old.

OFFICE RENOVATIONS:

Furniture for Community Affairs office.

HUMAN RESOURCES DEPARTMENT

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

HUMAN RESOURCES

- Recruits full and part-time staff and contracted service employees
- Assures compliance with labor and employment laws
- Maintains classification and pay plans
- Monitors employee evaluation program
- Conducts on-line maintenance of employee pay and classification data
- Conducts job evaluations and salary and benefit surveys
- Publishes and maintains employee handbooks
- Maintains employee personnel files
- Administers tuition reimbursement, work-related travel reimbursement, education bonus and bi-annual physical exam programs

GENERAL

- Prepares and administers department budget
- Recommends and implements administrative policies
- Coordinates and evaluates activities of department personnel
- Provides support services to the emergency operations center

LABOR RELATIONS

- Coordinates and participates in labor contract negotiations for five bargaining units
- Performs grievance administration for five union contracts
- Advises employees and supervisors on contract administration
- Publishes and maintains collective bargaining agreements
- Represents employer in arbitration hearings and hearings with Personnel Board and Act 78 Commission

MISCELLANEOUS

- Conducts equal opportunity reporting for EEOC purposes and grant applications

HUMAN RESOURCES DEPARTMENT
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Human Resources	\$454,680	\$468,294	\$481,510	\$517,270	\$549,580	6.3%
TOTAL DEPARTMENT	\$454,680	\$468,294	\$481,510	\$517,270	\$549,580	6.3%
Personal Services	\$364,145	\$365,072	\$373,180	\$391,210	\$432,470	10.6%
Supplies	5,624	5,433	6,100	6,400	8,000	25.0
Other Services/Charges	84,911	97,789	102,230	119,660	109,110	-8.8
TOTAL DEPARTMENT	\$454,680	\$468,294	\$481,510	\$517,270	\$549,580	6.3%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Human Resources	4	1	4	1	4	1	4	1
TOTAL DEPARTMENT	4	1	4	1	4	1	4	1

HUMAN RESOURCES DEPARTMENT

2004/05 SERVICE AND MISSION STATEMENTS

SERVICE STATEMENT:

The Human Resources Department provides support service and consultation in the areas of recruitment, salary administration, employee and labor relations, employee education and development, performance evaluations, collective bargaining and contract administration, personnel records maintenance, and other personnel related issues. Policies and procedures are in place to ensure consistent practices are followed and to monitor compliance with State and Federal labor laws. The Human Resources Department provides shelter and welfare support services to emergency workers when the Emergency Operations Center is operational.

Services to departments and employees are enhanced with the use of an integrated financial management software program, J D Edwards. The Human Resources Department is responsible for electronic maintenance of salary schedules and employee records.

Additional services provided by the Human Resources Department include maintenance and publication of employee handbooks and collective bargaining agreements, and assisting in marketing the City of Troy as an Equal Opportunity Employer by participation in career fairs.

MISSION STATEMENT:

The mission of the City of Troy Human Resources Department is to provide high quality human resources and labor relations services to the City by recruiting, developing and maintaining an effective, competent work force able to deliver timely, responsive, and cost-effective services to the community.

DID YOU KNOW...

JOB OPENINGS ARE ANNOUNCED ON THE JOB HOTLINE AT 248-524-3339.

APPLICATION FORMS FOR CURRENT JOB OPENINGS CAN BE ACCESSED DIRECTLY FROM THE CITY OF TROY WEBSITE AT WWW.CI.TROY.MI.US. SIMPLY PRINT THE FORM, COMPLETE AND SIGN IT AND RETURN IT TO THE HUMAN RESOURCES DEPARTMENT.

EMPLOYEE TURNOVER (EXCLUDING RETIREMENTS) FOR FISCAL YEAR 2002/2003 WAS 1.7%.

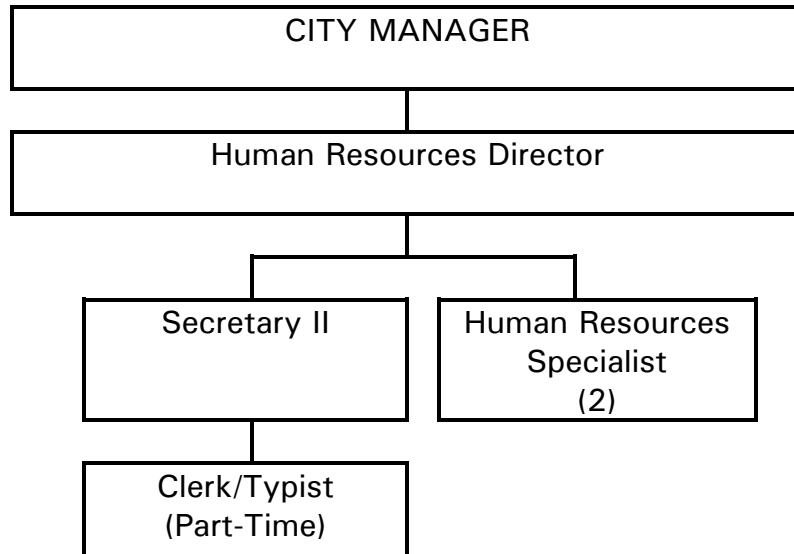
HUMAN RESOURCES DEPARTMENT

2004/05 PERFORMANCE OBJECTIVES

1. Train new staff member in JD Edwards financial management software. (Staff Objective 4)
2. Expand on technological applications of human resources functions. (Staff Objective 6)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Job postings (Full- and part-time)	44	50	60	50
Promotional job postings	18	16	25	20
Open competitive job postings (Full- and Part-time)	19	22	30	30
Full-time hired	15	15	20	15
Part-time hired	367	370	400	400
Applications processed	1,340	1,350	1,300	1,300
Separations: Full-time (excl. retirements)	8	5	10	10
Separations: Part-time	367	400	400	400
Discrimination complaints filed	1	0	0	0
Reclassification requests	20	5	10	10
Applicants examined	1,965	2,700	2,500	2,500
Labor contracts negotiated (begun)	1	1	1	2
Grievances processed	3	6	5	5
Number of grievances arbitrated (incl. hourly)	0	2	1	1
Employee % turnover (excl. retirements)	1.7	1.5	2.0	2.0
Promotions/transfers processed	40	22	25	25
Policies/procedures developed/revised	7	5	10	10
Job descriptions updated/developed	8	12	30	20
Temporary employee requests	7	6	15	12

HUMAN RESOURCES DEPARTMENT
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Human Resources Director	1	1	1
Human Resources Specialist	2	2	2
Secretary II	1	1	1
Clerk/Typist (Part-Time)	1	1	1
TOTAL DEPARTMENT	5	5	5

HUMAN RESOURCES DEPARTMENT
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

PERSONAL SERVICES:

The large increase in Personal Services is attributable to normal wage increases and the elevation of one of the Human Resource Specialists to the midpoint of their pay range upon completing five years of service with good performance.

OFFICE SUPPLIES:

Relocation of the Purchasing Department will require Human Resources to purchase a copier and a fax machine, which accounts for the increase in the supplies budget.

PURCHASING DEPARTMENT
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY			ESTIMATED			
	2001/02 ACTUAL	2002/03 ACTUAL	2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Purchasing Department	\$318,454	\$345,508	\$356,780	\$348,560	\$371,750	6.7%
TOTAL DEPARTMENT	\$318,454	\$345,508	\$356,780	\$348,560	\$371,750	6.7%
Personal Services	\$297,121	\$327,701	\$338,850	\$331,260	\$352,940	6.5%
Supplies	7,651	6,672	6,690	5,860	7,140	21.8
Other Services/Charges	13,682	11,135	11,240	11,440	11,670	2.0
TOTAL DEPARTMENT	\$318,454	\$345,508	\$356,780	\$348,560	\$371,750	6.7%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Purchasing Department	3	1	3	1	3	1	3	1
TOTAL DEPARTMENT	3	1	3	1	3	1	3	1

PURCHASING DEPARTMENT
2004/05 SERVICE STATEMENT AND MISSION STATEMENT

SERVICE STATEMENT:

The mission of the Purchasing Department is accomplished by taking an active role in the purchase and delivery of equipment, software, and services for City Departments. The result of the Purchasing Department's efforts is better service delivery from City staff to the City's customers – the residents and businesses within the City of Troy.

MICHIGAN INTERGOVERNMENTAL TRADE NETWORK (MITN):

Troy is one of the founding members of the Tri-County Purchasing Cooperative. Since March 3, 2003, the Michigan Intergovernmental Trade Network (MITN), established by the Cooperative and used by the City of Troy and fourteen other entities to provide vendor registration, post bids, quotations, requests for proposals, addenda, and awards including tabulations. By establishing this centralized system (an accomplished goal for the 2003-04 fiscal year), vendors now have a single point of contact and broader access to new business opportunities in our region. Greater efficiencies have been achieved for the participating agencies by reducing bid processing costs and creating more competition. Over 3,428 vendors have registered on the system since the date of inception.

MISSION STATEMENT:

The Purchasing Department ensures value for City of Troy departments by procuring goods and services at the lowest competitive price from responsible vendors meeting specifications.

DID YOU KNOW? ...

THE PAST YEAR HAS BEEN IMPRESSIVE FOR THE CITY OF TROY PURCHASING DEPARTMENT. THE DEPARTMENT RECEIVED THE NATIONAL PURCHASING INSTITUTE'S *ACHIEVEMENT OF EXCELLENCE IN PROCUREMENT* AWARD. THE AEP IS AWARDED ANNUALLY TO ORGANIZATIONS THAT DEMONSTRATE EXCELLENCE BY OBTAINING A MINIMUM SCORE ON A RATING OF STANDARDIZED CRITERIA. THE PROGRAM IS DESIGNED TO MEASURE INNOVATION, PROFESSIONALISM, PRODUCTIVITY, AND LEADERSHIP ATTRIBUTES OF A PROCUREMENT ORGANIZATION. ALSO, THE MICHIGAN PUBLIC PURCHASING OFFICERS ASSOCIATION RECOGNIZED SUSAN LEIRSTIEN, PURCHASING SYSTEMS ADMINISTRATOR, IN 2003 AS THE 2002 BUYER OF THE YEAR.

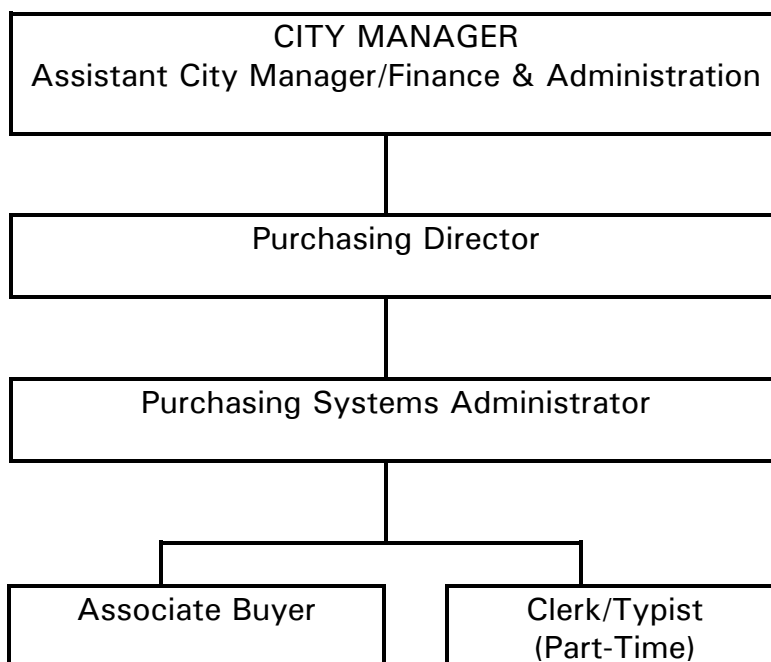
PURCHASING DEPARTMENT

2004/05 PERFORMANCE OBJECTIVES

1. As part of the E-procurement Initiative, implement on-line auctioning. When operational, this initiative should provide a process to dispose of well-used out-of-service equipment immediately. (Staff Objective 1, 3, 6)
2. As part of the E-procurement initiative, implement roll-out of the Michigan Intergovernmental Trade Network (MITN) E-procurement website to departmental users. This initiative will provide access to the quotation module and bid library providing on-line information internally but also to the vendor population. (Staff Objective 1, 3, 6)
3. Implement the "shipping and receiving" initiatives identified by the City's internal Workplace Security Issues Committee. (Staff Objective 1)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Percentage of awards without dispute	100%	100%	100%	100%
Average days elapsed from bid request date to award date	60 Days	59 Days	64 Days	60 Days
Funds generated from out-of-service City owned personal property auctioned by auctioneer	\$78,347	\$97,730	\$0	\$0
Purchasing budget as a % of total goods and services purchased	2%	2%	2%	2%
Total purchases monitored per full-time employee	\$8.1 Million	\$9.7 Million	\$10 Million	\$9.7 Million
Value of goods and services purchased	\$24.4 Million	\$29 Million	\$30 Million	\$29 Million
Value of contracts originated and managed	\$1.14 Million	\$1.03 Million	\$1.2 Million	\$1.2 Million

PURCHASING DEPARTMENT
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Purchasing Director	1	1	1
Purchasing Systems Administrator	1	1	1
Associate Buyer	1	1	1
Clerk/Typist (Part-Time)	1	1	1
TOTAL DEPARTMENT	4	4	4

PURCHASING DEPARTMENT
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

SUPPLIES:

The Purchasing Department has been sharing space with the Human Resources Department and will be moved to another City Hall location by June 30, 2004. The move has necessitated budgeting additional funds to cover office expenses on a yearly basis since in the past the costs were shared 50/50 between the two departments for such things as copier expense, paper, office supplies, etc.

CITY TREASURER'S OFFICE
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
City Treasurer's Office	\$456,242	\$446,799	\$488,000	\$593,820	\$584,820	-1.5%
TOTAL DEPARTMENT	\$456,242	\$446,799	\$488,000	\$593,820	\$584,820	-1.5%
Personal Services	\$314,495	\$318,624	\$323,560	\$329,880	\$317,750	-3.7%
Supplies	21,659	23,833	26,500	26,000	27,000	3.9
Other Services/Charges	120,088	104,342	137,940	237,940	240,070	1.0
TOTAL DEPARTMENT	\$456,242	\$446,799	\$488,000	\$593,820	\$584,820	-1.5%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
City Treasurer's Office	5	0	5	0	5	0	4.5	0
TOTAL DEPARTMENT	5	0	5	0	5	0	4.5	0

CITY TREASURER'S OFFICE
2004/05 SERVICE AND MISSION STATEMENTS

SERVICE STATEMENT:

The City of Troy Treasurer's Office serves as the focal point for all collections, deposits and disbursement of receipts for the City on a daily basis. The function and duties of the Treasurer's Office are documented in the City Charter. The major function of the department is tax billing and collections. Along with this is the maintenance of the mortgage code file for billing purposes, and the tax rolls for collections. Taxes generate the largest portion of revenue for the City.

The Treasurer's Office also provides various services and information as needed to assist our citizens. We are currently seeking new technology to accommodate needed information for real estate transactions. Tax information is now available on the Internet. In the future, we hope to include invoices and Special Assessment information.

Another function of the Treasurer's Office is the billing, collection and maintenance of all City Special Assessments for paving, water, sewer, drains and sidewalks. The revenue-collecting function is more efficient with the new computerized equipment. Our point of sale with scanning has allowed us to service the customers quickly and accurately. We are still expanding collections to various City locations.

The Treasurer's Office has set up an automatic water bill payment plan as another way of servicing the public. This allows customers the option of paying water bills directly from a checking or savings account. Automatic payment saves time, money and eliminates late payments for residents. It also increases efficiency and decreases costs.

The objective of the Treasurer's Office is to further automate, allowing a decrease in expenses, reduction of manual work, repetition, and to operate more efficiently.

MISSION STATEMENT:

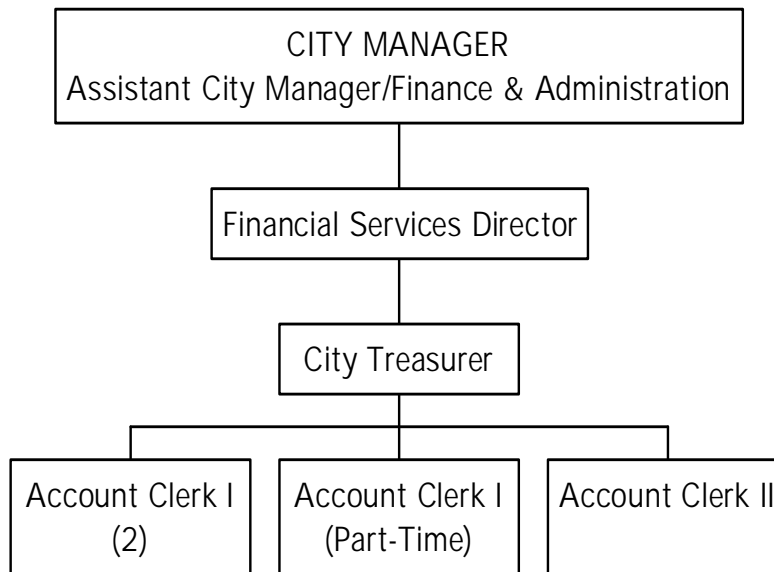
The mission of the Treasurer's Office is to provide efficient and courteous customer service for residents and businesses by using the most current technology available. Another mission is to apprise residents and businesses of vital information regarding real estate transactions.

CITY TREASURER'S OFFICE
2004/05 PERFORMANCE OBJECTIVES

- | | |
|---|--|
| 1. Expand point of sale for collections at various sites. (Staff Objective 3)
2. Expand Internet access to include all City liens. (Staff Objective 3, 6)
3. Expand Internet payment for water bills and invoices. (Staff Objective 3, 6) | 4. Increase the number of residents using automatic bill payment. (Staff Objective 6)
5. Expand collection to utilize payment by phone using a checking account. (Staff Objective 3, 6) |
|---|--|

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Tax Bills Processed	64,000	64,000	65,000	65,000
Water Bills Processed	100,000	100,000	105,000	105,000
Special Assessments Processed	550	500	400	300
Tax Adjustments Processed	600	550	650	650
Date of Delivery of Tax Roll to County	4-1	4-1	4-1	4-1
Invoices Processed	2,500	3,000	2,300	2,300
Number of Pieces of Mail Processed	203,000	211,000	203,000	200,000
Total Customers Enrolled in Automatic Payment	4,000	42,000	4,000	4,000

CITY TREASURER'S OFFICE
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
City Treasurer	1	1	1
Account Clerk I	4	3	2.5
Account Clerk II	0	1	1
TOTAL DEPARTMENT	5	5	4.5

CITY TREASURER'S OFFICE
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

PERSONAL SERVICES:

There is a reduction in the Personal Services budget of \$12,130 or 3.7 percent due to the following changes: the incumbent City Treasurer retired and a new City Treasurer was hired; an Account Clerk I position was eliminated through retirement; and a partial re-assignment of an Account Clerk from the Accounting Department was added.

FIRE DEPARTMENT
2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATION

- Plans fire protection/emergency services
- Recruits and selects volunteer and career personnel
- Develops policies and procedures
- Prepares and administers department budget
- Represents department to public groups and citizens
- Represents department on Building Code Board of Appeals
- Administers contract for medical "First Responder" program
- Administers City radio communications systems

**FIRE SUPPRESSION
DIVISION**

- Responds to fires and other emergency incidents
- Mitigates hazards
- Performs regular station training for assigned personnel
- Inspects and maintains assigned apparatus and equipment

**FIRE PREVENTION
DIVISION**

- Reviews plans for new building construction and conducts inspections
- Reviews plans for fire protection system installation and conducts inspections
- Inspects existing buildings
- Issues permits and makes inspections for hazardous materials use
- Educates the public
- Maintains firefighter "Right to Know" program
- Acts as liaison to Traffic Committee
- Coordinates fire prevention week/open house activities
- Supervises fire explorer program

OPERATIONS DIVISION

- Conducts firefighter recruitment
- Coordinates/provides in-service training
- Fire investigations
- Apparatus procurement and maintenance
- Provides departmental computer support
- Conducts equipment procurement and maintenance
- Coordinates facility maintenance
- Performs research and development

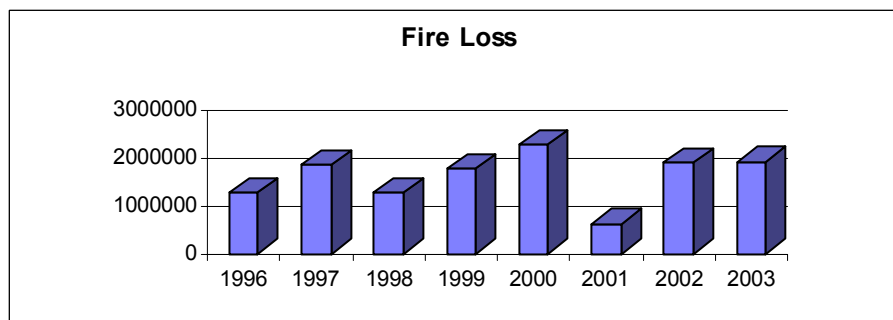
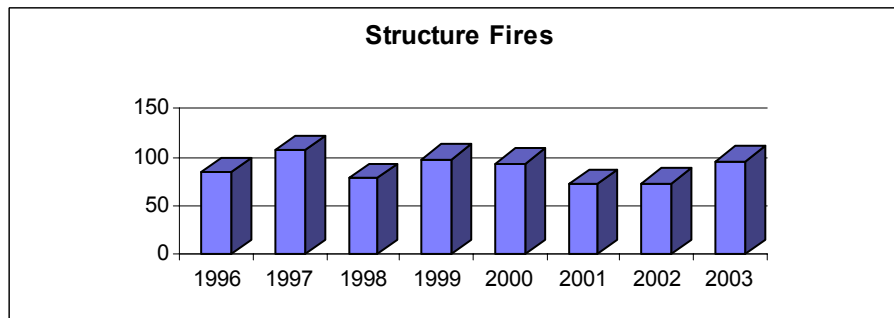
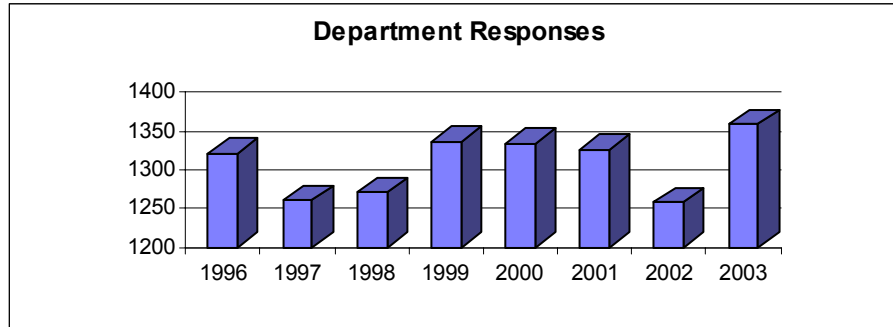
FIRE DEPARTMENT
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Administration	\$232,979	\$256,251	\$252,950	\$249,280	\$265,740	6.6%
Operations	795,804	805,175	812,280	822,160	835,070	1.6
Fire Companies	773,278	893,706	997,300	978,550	1,071,650	9.5
Prevention	854,287	918,915	941,260	928,450	1,003,400	8.1
Communications	134,791	133,245	140,490	152,490	141,730	-7.1
Fire Stations	522,437	572,566	538,670	552,480	581,410	5.2
TOTAL DEPARTMENT	\$3,313,576	\$3,579,858	\$3,682,950	\$3,683,410	\$3,899,000	5.9%
Personal Services	\$1,369,265	\$1,518,525	\$1,536,550	\$1,526,910	\$1,637,960	7.3%
Supplies	339,158	343,786	297,350	299,250	312,700	4.5
Other Services/Charges	1,527,677	1,688,496	1,794,000	1,792,200	1,908,340	6.5
Capital Outlay	77,476	29,051	55,050	65,050	40,000	-38.5
TOTAL DEPARTMENT	\$3,313,576	\$3,579,858	\$3,682,950	\$3,683,410	\$3,899,000	5.9%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Fire Department	14	2	14	2	14	2	14	2
TOTAL DEPARTMENT	14	2	14	2	14	2	14	2

FIRE DEPARTMENT

2004/05 KEY DEPARTMENTAL TRENDS



FIRE DEPARTMENT

2004/05 SERVICE STATEMENT AND MISSION STATEMENT

SERVICE STATEMENT:

The Troy Fire Department provides fire protection and emergency service to the community through a team of dedicated volunteer and career professionals. The department accomplishes this task through four divisions: Administration, Suppression, Operations, and Fire Prevention/Support Services.

Administration plans, directs, and administers the divisional and administrative functions of the department including policy development; efficient use of personnel and equipment; the procurement of materials, supplies, apparatus, and facilities; the preparation of proposed budgets; and the maintenance of adequate records.

The Suppression Division is primarily responsible for the suppression of fires; this is accomplished through six fire stations, strategically located throughout the City, operated by the volunteer firefighters. Also included within this division are the Special Response Unit and the Water Rescue Team. The SRU performs technical rescues, above and below grade, and mitigation of hazardous materials incidents. The WRT performs water and ice rescues.

The Operations Division is responsible for firefighter training, juvenile fire setter counseling and fire investigation. Each firefighter is required to attend and complete State of Michigan sponsored classes totaling 320 hours divided between classroom and drill ground instruction. In addition, each firefighter must also complete a minimum of 60 hours of training annually and attend 50 percent of the incidents for which he/she is available.

A fire investigation is conducted on all fires. If the investigation indicates the cause to be arson, assistance is sought from the Police Department for criminal prosecution or from trained personnel for fires involving juvenile fire setters.

The Fire Prevention Division is responsible for code enforcement and fire safety education in the community, and support services to the department. Code enforcement is accomplished through plan review and new and existing building inspections including hazardous materials and fire protection systems. Plan review includes building, tenant, fire protection, site plan, subdivision plat, and structures. This also includes inspection and testing of fire protection systems including fire suppression, fire detection and alarm, and hazardous materials. The Fire Prevention Division, through the Division Assistant Chief, is responsible for enforcement of the City's fire prevention ordinances and codes. Existing building inspections are conducted including all types of related systems in existing occupancies. There are approximately 2,000 inspectable buildings and approximately 5,000 inspectable occupancies located within the City.

Fire Prevention personnel work closely with Building, Planning and Engineering Department personnel during the construction of new buildings. Compliance with various federal and state hazardous materials reporting and planning requirements are also the responsibility of the Fire Prevention Division.

FIRE DEPARTMENT
2004/05 SERVICE STATEMENT AND MISSION STATEMENT, CONTINUED

SERVICE STATEMENT, CONTINUED:

Prevention's role in new construction includes inspection of construction methods as well as inspection and testing of fire protection systems including fire suppression, fire detection and alarm, smoke control, and related systems. Personnel interface on a daily basis with the Building Inspection Department to coordinate inspections for buildings under construction and renovation.

In order to minimize hazards to responding firefighters and to comply with the Michigan and Federal Right To Know requirements, the Fire Prevention Division surveys and develops site-specific informational bulletins for all firefighters.

The Division continues to take part in numerous other activities in support of the overall mission of the Fire Department. Support service activities include incident responses and investigations; administration; firefighter training; critical incident stress debriefing; and department-wide computer, radio, and pager maintenance.

Public fire safety education is provided through elementary school programs, civic and business group demonstrations, and fire station tours.

The Administration Division, through the Fire Chief, is responsible for overall fire service delivery system. Administration manages the resources necessary to support the other divisions and personnel permitting them to fulfill the mission of the department.

MISSION STATEMENT:

The mission of the Troy Fire Department is to provide the highest possible level of fire protection, rescue, and hazard mitigation services to the community. This shall be accomplished with a team of professionals, both volunteer and career, by providing fire prevention, public education, emergency operations, and planning.

This department realizes that the members are the department's most valuable resource and the key to its future. The collective vision of department members and staff is an efficient, cost effective fire protection delivery system consisting of well-trained, well-equipped volunteer firefighters supported by a core career staff, emphasizing fire prevention, public education, and the use of installed fire protection technology.

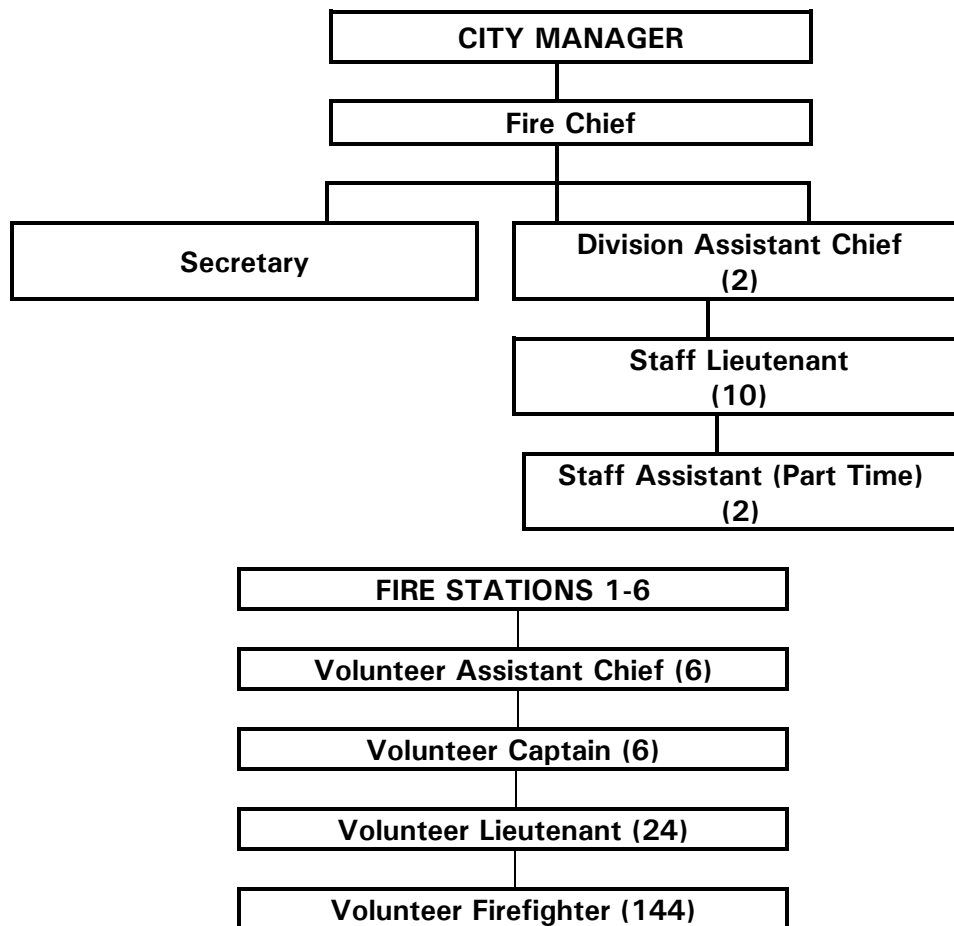
FIRE DEPARTMENT

2004/05 PERFORMANCE OBJECTIVES

1. Implement mobile data transfer between fire apparatus and the Computer Aided Dispatch system. (Staff Objective 1, 3)
2. Specify and purchase replacement fire apparatus (Staff Objective 3)
3. Update breathing air compressors at fire stations (Staff Objective 3)
4. Implement a computerized field fire inspection system to facilitate data entry and reporting, and increase inspection efficiency. (Staff Objective 1, 6)
5. Install new roofs on Fire Stations 2 and 4 (Staff Objective 7)
6. Update Opticom emergency traffic pre-emption system (Staff Objective 1, 3)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Total fire department responses	1204	1358	1400	1400
All fires	221	234	200	250
Structure fires	81	95	80	90
Property endangered (million \$)	\$204.3	\$192.2	\$175	\$200
Fire loss (million \$)	\$2.52	\$1.91	\$2	\$2
Number of volunteer firefighters	175	180	180	180
Total firefighter training hours	16,205	18,700	17,000	17,000
Total public education programs conducted	179	150	100	150
Total public education attendance	8463	7000	7000	5000
Total inspections performed	2465	2000	2000	2000
Total violations issued	1801	1000	1000	1000
Total violations cleared	1489	1000	1000	1000
Total fees earned	71,309	55,000	50,000	55,000
Total permits issued	410	350	350	350
Total plans reviewed	809	500	500	500

FIRE DEPARTMENT
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Fire Chief	1	1	1
Division Assistant Chief	2	2	2
Secretary	1	1	1
Staff Lieutenant	10	10	10
Staff Assistant (Part-Time)	2	2	2
TOTAL DEPARTMENT	16	16	16
Volunteer Assistant Chief	6	6	6
Volunteer Captain	6	6	6
Volunteer Lieutenant	24	24	24
Volunteer Firefighters	144	144	144
TOTAL VOLUNTEER STAFF	180	180	180

FIRE DEPARTMENT
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

PERSONAL SERVICES:

The Fire Department's overall Personal Services budget increased by \$111,050 or 7.3 percent due to wage and benefit increases.

SUPPLIES:

The total Supplies budget increased by \$13,450, or 4.5 percent, due to increased equipment requirements.

OTHER SERVICES/CHARGES:

The Other Services/Charges category increased by \$116,140 or 6.5 percent due to increases in the volunteer incentive program, utilities costs, and realignment of charges and cost centers.

CAPITAL OUTLAY:

The Capital Outlay category decreased by \$25,050 or 38.5 percent due to realignment of charges and cost centers.

TROY PUBLIC LIBRARY/MUSEUM

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATIVE SERVICES TEAM

- | | |
|---|---|
| <ul style="list-style-type: none"> ■ Prepares and administers the library and museum budget ■ Recommends and implements policies ■ Coordinates and evaluates activities of staff ■ Formulates and develops service programs and priorities ■ Coordinates and administers grants ■ Liaisons with Friends of the Library ■ Works with the Library Advisory Board ■ Represents and promotes the Library to the community | <ul style="list-style-type: none"> ■ Liaisons with Library Cooperative ■ Provides research and development ■ Liaisons with City departments ■ Coordinates staff development ■ Compiles, maintains, analyzes statistics ■ Coordinates automation ■ Administers planning and marketing ■ Liaisons with Historical Society ■ Works with Historical Commission |
|---|---|

ADULT SERVICES TEAM

- Reference/information retrieval
- Collection management
- Database and Internet access management
- Shelving of materials
- Merchandising
- Conducts patron education
- Collects and reports statistics
- Periodicals maintenance
- Coordinates interlibrary loans
- Aids and advises patrons in selection of reading and AV material
- Coordinates adult multi-cultural services
- Develops Web Page
- Public software program management
- Provides Outreach services

YOUTH SERVICES TEAM

- Reference/information retrieval
- Collection management
- Database and Internet access management
- Shelving of materials
- Merchandising
- Aids and advises patrons in selection of reading and AV materials
- Liaisons with the elementary and middle schools
- Plans/conducts children's programming
- Conducts patron education
- Collects and reports statistics
- Develops Web Page
- Coordinates youth multi-cultural services

TEEN/STUDENT SERVICES TEAM

- Reference/information retrieval
- Collection management
- Database and Internet access management
- Shelving of materials
- Merchandising
- Aids and advises patrons in selection of reading and AV materials
- Liaisons with high schools, vocational schools, and colleges
- Plans/conducts teen programming
- Conducts patron education
- Collects and reports statistics
- Develops Web Page
- Coordinates teen multi-cultural services

TROY PUBLIC LIBRARY/MUSEUM
2004/05 FUNCTIONAL ORGANIZATIONAL CHART, CONTINUED

CIRCULATION SERVICES TEAM

- Collects and reports statistics
- Circulates materials
- Books meeting rooms
- Registers borrowers
- Coordinates Telephone Desk
- Coordinates delivery to the Library Cooperative
- Manages the Welcome Desk
- Maintains AV equipment

TECHNICAL SERVICES TEAM

- Administers Library computer system
- Receives and routes deliveries
- Catalogs and classifies materials
- Processes materials
- Coordinates bindery/ repair of materials
- Maintains inventory
- Maintains material authority
- Acquires materials, equipment, and supplies
- Provides bookkeeping services

CULTURAL ARTS TEAM

- Identifies and applies for grants
- Designs and coordinates Arts and Cultural programming
- Designs and coordinates Adult Enrichment programming
- Coordinates displays and exhibits
- Provides program promotion
- Liaisons with Arts and Cultural groups
- Develops and maintains the Web Page
- Develops and designs promotional materials

MUSEUM TEAM

- Provides history-based educational programs
- Coordinates the preservation of historic buildings and artifacts
- Demonstrates historic lifestyles, crafts, and trades during significant events
- Liaisons with groups and organizations with an interest in history and preservation
- Develops and designs exhibits

TROY PUBLIC LIBRARY/MUSEUM
2004/05 DEPARTMENT AT A GLANCE

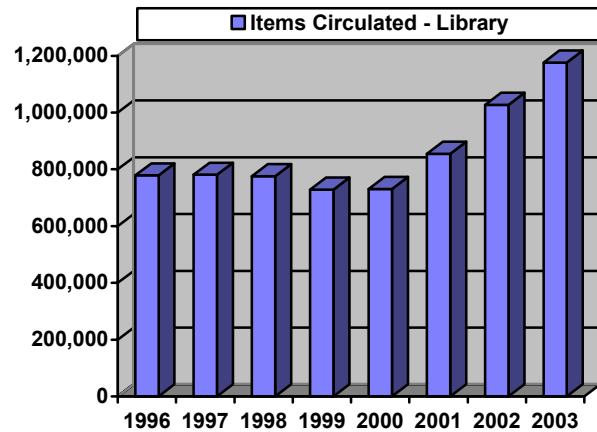
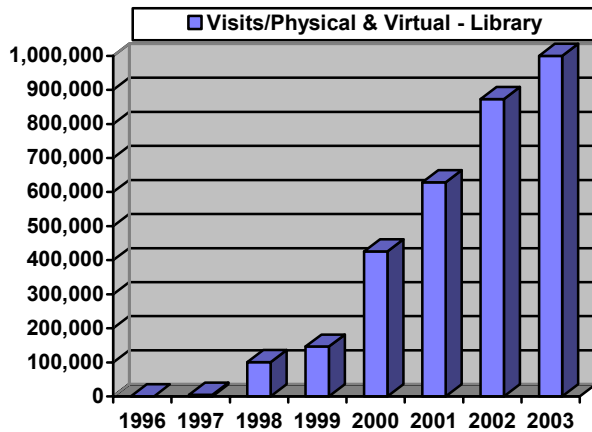
FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Library	\$3,658,862	\$4,031,920	\$4,225,230	\$4,331,890	\$4,450,680	2.7%
Museum	383,796	442,355	397,690	412,110	457,730	11.1
TOTAL DEPARTMENT	\$4,042,658	\$4,474,275	\$4,622,920	\$4,744,000	\$4,908,410	3.5%
Personal Services	\$2,382,142	\$2,616,734	\$2,709,760	\$2,770,790	\$2,900,160	4.7%
Supplies	103,832	110,019	874,800	869,050	881,600	1.4
Other Service/Charges	885,308	1,034,980	1,038,360	1,104,160	1,126,650	2.0
Capital Outlay	671,376	712,542	0	0	0	0
TOTAL DEPARTMENT	\$4,042,658	\$4,474,275	\$4,622,920	\$4,744,000	\$4,908,410	3.5%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Library	20	66	20	85	20	86	20	88
Museum	3	4	3	5	3	5	2	9
TOTAL DEPARTMENT	23	70	23	90	23	91	22	97

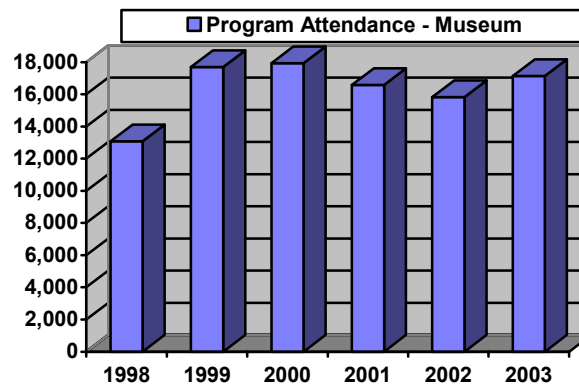
TROY PUBLIC LIBRARY/MUSEUM

2004/05 KEY DEPARTMENTAL TRENDS

Libraries are in a period of significant change due primarily to the increased application of technology. Our computer areas are extremely busy as patrons have dramatically increased their electronic database and Internet use to find information. In addition, we are witnessing a significant increase in public interest in our traditional services: Borrowing books and Audio-visual materials, asking informational questions, attending children's, adult enrichment and cultural programming.



Museums are gaining popularity across the country in the wake of 9/11. Visits to all types of museums are increasing as people search for a link with their heritage, and safe, local family activities. The proliferation of online resources, history-based documentaries and films are piquing public interest. Culturally diverse visitors are looking for more than just a commentary on the past. They are seeking programs and exhibits that explore culture, heritage, and community values in ways that stimulate awareness and understanding.



TROY PUBLIC LIBRARY/MUSEUM

2004/05 SERVICE STATEMENT

The Troy Public Library serves as a center for learning, enlightenment and personal development for the community. It strengthens families through its wide-ranging services. The Library offers leading-edge access to information and materials in a variety of formats to foster and promote independent learning as well as a lifetime habit of reading and thinking. Supporting the belief that freedom to read, view and know is the foundation to our democracy, the Library endeavors to encourage and provide access to the free expression of ideas, which is essential to a dynamic and informed community.

The Library offers a full complement of services for children, youth, families, adults, seniors and special and multicultural populations. Such activities as preschool story times, selection of books and materials in a variety of formats, and adult enrichment programs provide our community with excellent learning, educational, recreational and self-development opportunities.

The Library provides electronic information retrieval through on-line databases, as well as worldwide web sites on the Internet, the Michigan Occupational Information System, and Troy Job Center. In addition, patrons have access to an extensive collection of back issues of newspapers and periodicals, and special collections of local history, business and health information. Public use computers provide adults, children and families with the opportunity to create and learn through software applications and educational games.

For those residents unable to visit the library, the Outreach program brings the world of knowledge to them.

To meet the Library needs of our diverse multicultural community members, the Library provides an international language book and magazine collection. A Kurzweil reading machine makes the entire print collection available to the blind.

The Troy Public Library is a leader in the delivery of library services in the state. The Library is committed to providing a quality mix of programs, services and resource access enhanced by the assistance of highly trained and effective staff to provide a high quality of life to the families and individuals who make up the community of Troy.

The Troy Museum is a center for preservation and interpretation of the history of the community. Historic structures, artifacts and archive materials are conserved as evidence of the past and development of Troy. These resources also provide a unique learning environment for children, families, academicians, City and other government employees conducting research. Supporting the belief that awareness and interest stimulates understanding and knowledge, the Museum endeavors to provide an environment where understanding the past provides a context for present, and a perspective for the future.

The Museum offers comprehensive hands-on programming for schools, scout groups, families, adults, seniors and special needs and multi-cultural populations. School programs are age appropriate and meet Michigan Curriculum Framework guidelines. Public programs and special events provide entertaining and informative opportunities for community enrichment. The Troy Lecture Series provides adults with focused, in depth historic perspectives. Resource materials, clipping files, and archival records are available by appointment for specialized research.

The Troy Museum is recognized as a regional resource. The Museum is committed to preservation of the historic record of the community. Access and quality programming based on that record is offered through this assistance of trained, professional staff.

TROY PUBLIC LIBRARY/MUSEUM

2004/05 MISSION STATEMENT

The vision is that the community will view the Library and Museum as exemplary models for the delivery of "quality of life" services. The mission is to create meaningful opportunities for lifelong learning and personal enrichment that anticipate and excel in meeting the needs and expectations of the Troy community.

The Library and Museum work through their mission by:

- Focusing on its patrons
- Providing access to information in a variety of formats
- Providing access to ideas, insights, and materials that inspire
- Providing access to resources that encourage curiosity, imagination, and creativity
- Providing guidance in the identification and use of appropriate materials
- Providing a welcoming and culturally stimulating setting in which the community can interact with resources, a knowledgeable staff and each other
- Preserving cultural heritage through historically significant structures, artifacts, and materials

The Library and Museum value:

- The efficient delivery of quality-based services and educational programs finding solutions which lead to patron satisfaction
- A forward thinking staff
- A proactive and efficient organizational management environment which promotes partnerships (teams), application of technology, integrity-based solutions, and the customer service model of delivery
- Personal traits of honesty, courtesy, responsiveness, ethical behavior, fairness, personal responsibility, commitment, cooperation, accessibility, excellence, accuracy and reliability

The Library cooperates with other libraries and library agencies to provide greater access to materials. By participating in reciprocal borrowing agreements with other libraries and the inter-library loan program, the Troy Public Library expands accessibility to information and resources in a variety of formats for the library user in an efficient manner.

Technology provides for access to locally developed and worldwide databases of information. The Library strives to stay on the leading edge of electronic information retrieval. Remote access from business and home computers allows for convenient access to the Library's resources and services.

The Troy Public Library fosters and promotes the value of reading, continuing self-education, and personal development by making available the world's ever-expanding bank of knowledge, information and the arts to residents and those associated with Troy.

The Library Advisory Board and the Friends of the Troy Public Library act as liaisons with the community and promote the use of the library. The Friends also, through fundraising efforts, provide for programming support and service enhancements.

The Historical Commission, Historical Society, and Museum Guild act as liaisons with the community and promote the use of the Museum. The Society and Guild also, through fundraising efforts, provide for service development and enhancements. The Historic District Commission liaisons with the community with regards to historic sites and structures.

The Troy Museum creates a hands-on learning experience designed to provide lifelong learning opportunities focused on Troy Community heritage. The Museum preserves cultural heritage through physical structures, collection of artifacts, and archival materials.

TROY PUBLIC LIBRARY/MUSEUM

2004/05 PERFORMANCE OBJECTIVES

LIBRARY

1. Continue development of the Foreign Language/International Collection of materials. (Staff Objective 3, 10)
2. Develop a comprehensive program of Library use and database/Internet classes for staff and the public to reduce the need for purchasing and providing space for expensive print reference sources. (Staff Objective 3)
3. Identify grant sources for arts and cultural programming. (Staff Objective 3)
4. Aggressively develop teen services. (Staff Objective 3)
5. Provide the ability to check out materials from adult and youth department areas to relieve lobby congestion and provide more efficient patron service. (Staff Objective 3)

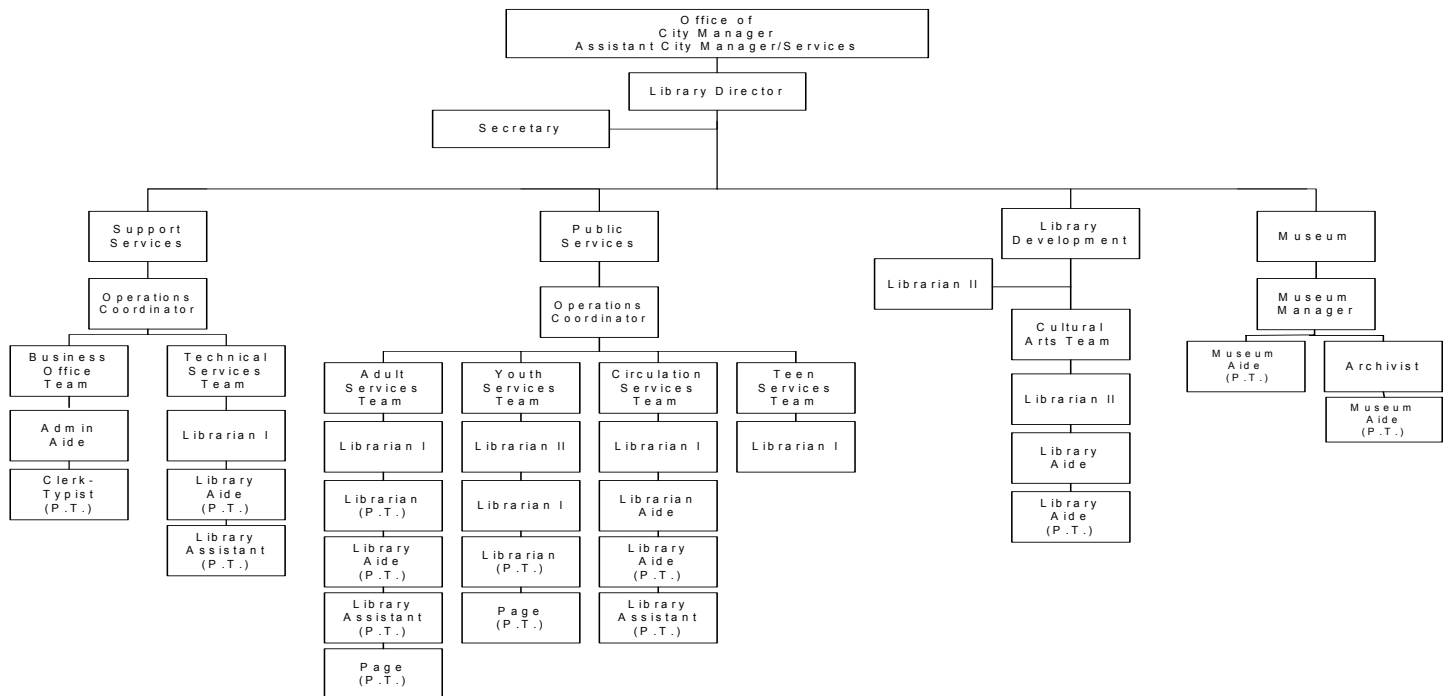
MUSEUM

1. Continue implementation of the Physical Maintenance and Conservation Master Plan. (Staff Objective 7)
2. Organize, digitize, and store properly the print archive for efficient retrieval of documents. (Staff Objective 6)
3. Design, develop, and implement additional family-oriented programming. (Staff Objective 3)

PERFORMANCE INDICATORS	2002/03		2003/04		2003/04		2004/05	
	ACTUAL		PROJECTED		BUDGET		BUDGET	
	<u>Lib.</u>	<u>Mus.</u>	<u>Lib.</u>	<u>Mus.</u>	<u>Lib.</u>	<u>Mus.</u>	<u>Lib.</u>	<u>Mus.</u>
% Satisfied/highly satisfied with service provided	99%	100%	95%	95%	95%	95%	95%	95%
% Satisfied/highly satisfied with programming	99%	100%	95%	95%	95%	95%	95%	95%
% Satisfied/highly satisfied with access to information	98%	100%	90%	95%	90%	95%	85%	95%
% Satisfied/highly satisfied with staff	98%	100%	95%	95%	95%	95%	95%	95%
% Satisfied/highly satisfied with the facility	92%	100%	85%	95%	85%	95%	85%	95%
% Satisfied/highly satisfied with the collection	96%	100%	90%	95%	90%	95%	85%	95%

TROY PUBLIC LIBRARY/MUSEUM

2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Library:			
Library Director	1	1	1
Operations Coordinator	2	2	2
Librarian II	3	3	3
Librarian I	10	10	10
Librarian (Part-Time)	15	15	13
Administrative Aide	1	1	1
Library Aide	2	2	2
Library Aide (Part-Time)	10	11	11
Secretary	1	1	1
Clerk-Typist (Part-Time)	1	1	1
Library Assistant (Part-Time)	28	35	39
Page (Part-Time)	31	24	24
TOTAL DEPARTMENT – LIBRARY	105	106	108
Museum:			
Museum Manager	1	1	1
Education Coordinator	1	1	0
Archivist	1	1	1
Museum Aide (Part-Time)	3	3	9
Museum Assistant (Part-Time)	1	2	0
Page (Part-Time)	1	0	0
TOTAL DEPARTMENT – MUSEUM	8	8	11

TROY PUBLIC LIBRARY/MUSEUM
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

LIBRARY

COMPUTER SERVICES

The increase of \$44,960 or 7.8 percent is for support of nine additional public-use computers, as well as an increase in the software maintenance for the shared Library Automation System through the Suburban Library Cooperative.

MUSEUM

CUSTODIAL CONTRACTOR

The increase of \$3,640, or 54 percent, is due to the addition of the Church and Parsonage to the Historic Village Green.

UTILITIES

Increases in Utilities are due to the addition of the Church and Parsonage to the Historic Village Green and significant rate changes. The electricity increase is \$4,650 or 49.7 percent; the heat increase is \$9,020 or 110%; the water increase is \$1,600 or 36.4 percent.

CITY BUILDINGS
DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
City Hall	\$ 771,419	\$787,072	\$1,009,560	\$1,093,410	\$1,103,590	.9%
District Court	193,939	203,187	216,370	216,060	237,960	10.1
Police/Fire Training Center	36,083	101,009	102,540	111,570	94,300	-15.5
TOTAL DEPARTMENT	\$1,001,441	\$1,091,268	\$1,328,470	1,421,040	\$1,435,850	1.0%
Personal Services	\$0	\$2,235	\$2,930	\$4,260	\$1,780	-58.2%
Supplies	15,987	14,584	15,700	18,900	16,200	-14.3
Other Services/Charges	985,444	1,074,449	1,309,840	1,397,880	1,417,870	1.4
TOTAL DEPARTMENT	\$1,001,441	\$1,091,268	\$1,328,470	\$1,421,040	\$1,435,850	1.0%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	PART- TIME	FULL- TIME
City Hall							*	*
TOTAL DEPARTMENT							*	*

* See Building Maintenance Fund (Internal Service Fund)

PLANNING DEPARTMENT
2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATION

- Prepares and Administers Department Budget
- Acts as City's representative and expert witness in litigation related to zoning and condemnation
- Acts as City's alternate delegate to SEMCOG General Assembly
- Member of SEMCOG Data Center Advisory Council
- Liaison to Downtown Development Authority
- Liaison with developers of new residential, commercial, and industrial developments
- Liaison to Census Bureau
- Prepares agendas and provides technical support to the City Planning Commission

APPLICATION AND REVIEW PROCESS

- Provides information regarding application procedures, processes, and requirements
- Reviews site plan applications for compliance with City ordinances and regulations
- Reviews special use requests for compliance with City ordinances and regulations
- Reviews subdivision plat and site condominium applications for compliance with City ordinances and regulations
- Reviews rezoning applications for compliance with future land use plan and provide recommendations
- Reviews zoning ordinance text amendment applications and provide recommendations
- Reviews street opening and vacation requests for compliance with City ordinances and regulations
- Provides design assistance to developers and City staff
- Reviews planned unit development applications for compliance with City ordinances, regulations, and high quality urban design
- Conducts site plan compliance inspections prior to issuance of certificates of occupancy

PLANNING, ZONING AND LAND USE

- Provides information regarding the City zoning ordinance and subdivision regulations
- Provides information regarding planning, land use and zoning issues
- Prepares and maintains existing land use maps
- Prepares and maintains property inventory database and corresponding maps
- Prepares and maintains residential development map and lists
- Prepares and Maintains Master Subdivision Map and Lists
- Prepares and maintains zoning districts map
- Prepares and maintains local area plans
- Works with the Planning Commission to prepare and maintain the future land use plan including the:
 - Future Land Use Plan Text Document
 - Future Land Use Plan Map
 - Transportation Plan Map
 - Natural Features Map
- Coordinates with Information and Technology Department to create digital maps

PLANNING DEPARTMENT
2004/05 DEPARTMENT AT A GLANCE

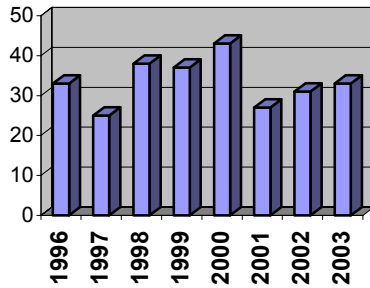
FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Planning	\$415,625	\$483,031	\$518,450	\$507,030	\$533,910	5.3%
Planning Commission	19,039	27,948	23,940	32,700	36,590	11.9
Board of Zoning Appeals	9,063	7,770	9,450	9,450	9,570	1.3
TOTAL DEPARTMENT	\$443,727	\$518,749	\$551,840	\$549,180	\$580,070	5.6%
Personal Services	\$383,119	\$445,013	\$470,320	\$471,960	\$493,600	4.6%
Supplies	7,172	9,418	11,990	11,500	11,500	0
Other Services/Charges	53,436	64,318	69,530	65,720	74,970	14.1
TOTAL DEPARTMENT	\$443,737	\$518,749	\$551,840	\$549,180	\$580,070	5.6%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Planning Department	5	0	5	0	5	0	5	0
TOTAL DEPARTMENT	5	0	5	0	5	0	5	0

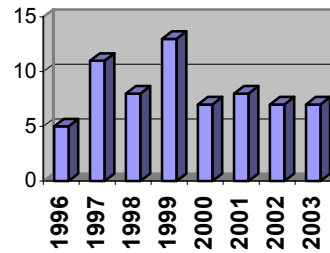
PLANNING DEPARTMENT

2004/05 KEY DEPARTMENTAL TRENDS

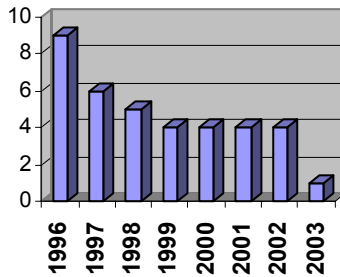
SITE PLAN REVIEWS



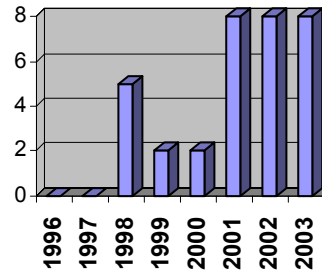
SPECIAL USE REQUESTS



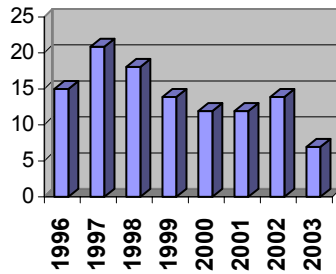
SUBDIVISION REVIEWS



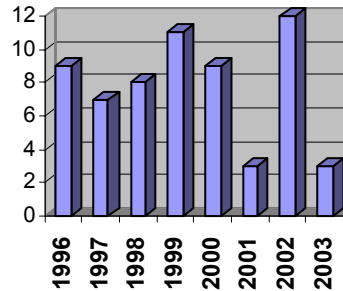
SITE CONDOMINIUM REVIEWS



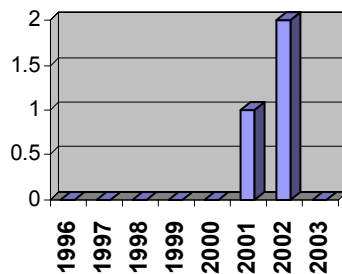
REZONING REQUESTS



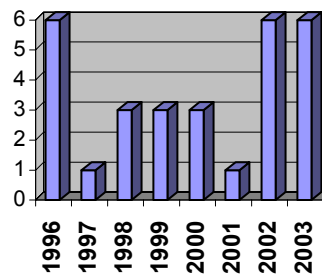
ZONING ORDINANCE TEXT AMENDMENTS



PLANNED UNIT DEVELOPMENTS



STREET VACATION REQUESTS



PLANNING DEPARTMENT
2004/05 SERVICE AND MISSION STATEMENTS

SERVICE STATEMENT:

Many organizations and individuals, including SEMCOG, the Census Bureau, Oakland County, Troy Schools and the Troy Chamber of Commerce, seek data resources contained within the Planning Department. In a continuing effort to upgrade the quality and usability of our data resources, efforts continued to update Zoning and Land Use Data resources. The staff also continued their functions as the City's liaison to the Census 2010 activities.

Efforts are continuing to make the transition from manual maps to computer-generated maps. Planning Department staff coordinates with the Information Technology Department on the Geographic Information System and digital zoning map. The Department continues to provide mapping and graphic services for other City Departments, such as the Law Department, Assessing Department, and the Real Estate and Development Department.

MISSION STATEMENT:

To assist the Community, through its City Council, City Planning Commission, other related official bodies and citizens groups, citizens at large, and the City staff, in the creation and implementation of the City's plans for development and redevelopment.

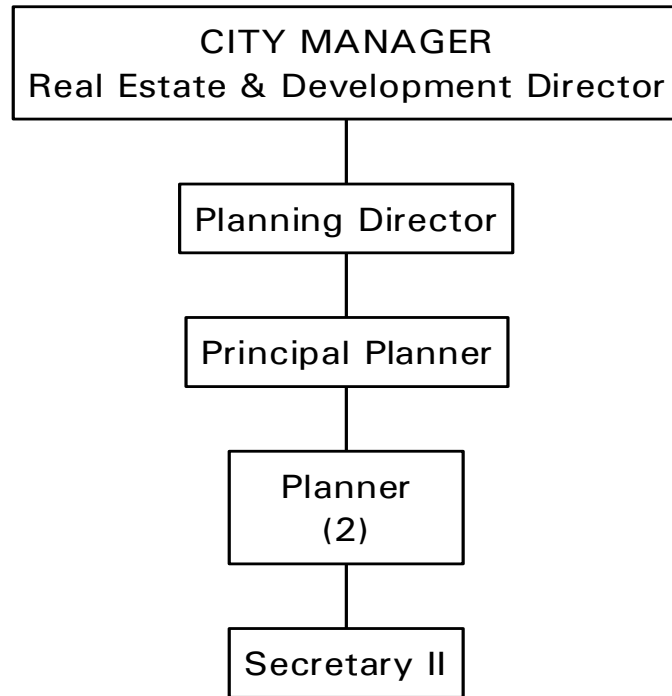
PLANNING DEPARTMENT

2004/05 PERFORMANCE OBJECTIVES

- | | |
|--|--|
| <p>1. Update the Zoning Ordinance. (Staff Objective 3)</p> <p>2. Develop creative land use controls, by revising the zoning ordinance. (Staff Objective 3)</p> <p>3. Work with related departments on the development of a Geographic Information System, including a digital zoning map. (Staff Objective 3, 6)</p> | <p>4. Work with the Planning Commission to determine whether to amend the Future Land Use Plan or adopt a new plan, as required by the Municipal Planning Act. (Staff Objective 8)</p> <p>5. Work with the Downtown Development Authority and Planning Commission to conduct a Big Beaver Corridor Study. (Staff Objective 7, 8)</p> |
|--|--|

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Site plan reviews	33	30	40	30
Special use requests	7	9	10	10
Subdivision reviews	1	5	8	5
Site condominium reviews	8	8	10	10
Rezoning request	7	12	12	10
Zoning Ordinance text amendments	3	5	10	10
Planned unit developments	0	3	5	5
Street vacation requests	6	5	5	5

PLANNING DEPARTMENT
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Planning Director	1	1	1
Principal Planner	1	1	1
Planner	2	2	2
Secretary II	1	1	1
TOTAL DEPARTMENT	5	5	5

PLANNING DEPARTMENT
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT CHANGES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

The Planning Department does not have any significant changes in the budget.

The Planning Commission budget reflects a \$5,000 or 100% increase in the Education and Training line item.

REAL ESTATE AND DEVELOPMENT

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATIVE SERVICES

- Prepares and administers department budget.
- Recommends and implements policies for all City real estate, right of way and economic development activities.
- Liaisons with property owners, business owners and organizations, developers, lending institutions, utility companies, other City departments, and other governmental agencies.
- Coordinates staff education and training.

REAL ESTATE SERVICES

- Provides appraisals and negotiations for acquisition of City real estate and right of way activities.
- Sells, leases, licenses land and public property.
- Coordinates vacations and abandonment of City land no longer needed.
- Assists in relocating businesses and residences acquired as part of a City project.
- Provides real estate support services to public, other City departments, utility companies and public agencies.
- Assists in litigation process as necessary.
- Maintains City-owned property records.
- Researches and assures clear title to City-owned property and rights.
- Performs real estate asset management.
- Oversees Planning Department activities.

ECONOMIC DEVELOPMENT

- Directs overall economic development efforts of the City; creates new development tools; encourages and supports appropriate sustainable private sector developments.
- Delivers staff support for the Downtown Development and Brownfield Redevelopment Authorities.
- Directs redevelopment efforts; targeting the Maple Road corridor including the Troy Motor Mall on Mapelawn.
- Works with the County to improve the Oakland/Troy Executive Airport, including widening of Industrial Row.
- Continues efforts toward development of a Transit Center at Midtown Square.
- Keeps informed and works with businesses on process to obtain approval of future projects.
- Coordinates City efforts with Troy Chamber of Commerce.
- Provides information and assistance to businesses for expanding or relocating to the City.
- Maintains contact with local businesses and industries through personal visits.
- Coordinates economic development services with other City, county and state agencies and organizations.

REAL ESTATE AND DEVELOPMENT
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Real Estate and Development	\$534,130	\$547,600	\$581,870	\$585,460	\$603,200	3.0%
TOTAL DEPARTMENT	\$534,130	\$547,600	\$581,870	\$585,460	\$603,200	3.0%
Personal Services	\$479,827	\$487,979	\$512,600	\$515,080	\$534,000	3.7%
Supplies	4,844	5,517	5,260	7,260	5,760	-20.7
Other Services/Charges	47,556	54,104	64,010	63,120	63,440	1.0
Capital Outlay	1,903	0	0	0	0	0
TOTAL DEPARTMENT	\$534,130	\$547,600	\$581,870	\$585,460	\$603,200	3.0%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Real Estate and Development	5	1	5	1	5	1	5	5
TOTAL DEPARTMENT	5	1	5	1	5	1	5	1

REAL ESTATE AND DEVELOPMENT

2004/05 SERVICE STATEMENT

Duties of the Real Estate and Development Department consist of the following: acquisition; relocation assistance; property management; disposal of excess properties; title protection and investigation; and asset management.

Real Estate and Development performs acquisition of all types of real estate needed for City-funded projects, from right-of-way to open space and parkland. The work includes public relations contacts with property owners whose property is being purchased; recommendations on locations and scheduling projects; compliance with state and federal acquisition requirements; obtaining and reviewing fee appraisals, title reports and environmental assessments for the properties; establishing a fair market value for the property for the City's offer; negotiating the purchase of property; initiating and monitoring condemnation activities in the event of litigation.

Relocation requires compliance with State and Federal guidelines for City acquisitions involving any displacement of persons or businesses.

Property management includes development of leases and licenses for private use of City properties; the monitoring of lease provisions, their modification and renewal.

Disposal of excess properties returns excess real and personal properties to private use or makes them available for use by other City departments. Real Estate and Development coordinates the review of vacation and/or abandonment of streets and easements and processes the sale of remnant parcels based on guidelines.

Title protection and investigation responsibilities involve investigation of property rights dedicated and conveyed to the City; right of way encroachments; resolving title conflicts; and providing information and guidance to other departments and the public. The staff conducts research and takes necessary action to assure that unencumbered title is received.

Asset management involves conducting a complete inventory of all City owned property, including detention facilities, and determining future use or sale of properties.

Real Estate and Development promotes economic development of the City, with primary emphasis on nurturing the growth of private business while assuring that growth continues to foster a livable community with sustainable economic activities. This involves providing information and assistance for business expansion and relocation in the City; coordination of public assistance tools; reviewing and simplifying the procedures necessary to obtain approval for expansion and/or relocation; informing businesses of the steps required to obtain necessary approvals; maintaining contact with local business organizations and responding to requests for information (such contact is important to understanding local businesses' perceptions about the community and their plans for expansion or relocation); providing the Troy Downtown Development Authority (TDDA) with staff support focused on development plans and implementation of the Civic Center project; providing staff support for the Brownfield Redevelopment Authority and private sector use of this tool in redeveloping contaminated properties; providing staff support for the Troy Local Development Finance Authority (LDFA) and SmartZone to target the retention and attraction of technology based companies. Coordinates the City's economic development services with other City, County, and State organizations.

REAL ESTATE AND DEVELOPMENT

2004/05 MISSION STATEMENT

The Real Estate and Development Department's mission is the creation of an environment that actively encourages business retention and growth through public and private sector collaboration.

Real Estate and Development is responsible for managing the real estate assets of the City through acquisition, sale, trade or maintenance, in a manner that exercises the fiduciary responsibility to citizens to make wise choices with City-owned land, and fosters appropriate private development.

The Real Estate and Development Department will lead the charge of developing a comprehensive economic strategy that:

- Develops a public balance sheet to weigh the community and social costs with the benefits of growth decisions.
- Uses fiscal impact analysis and financial cost/benefit analysis of development decisions.
- Maintains the diversity and economic balance of residential, industrial and commercial properties.

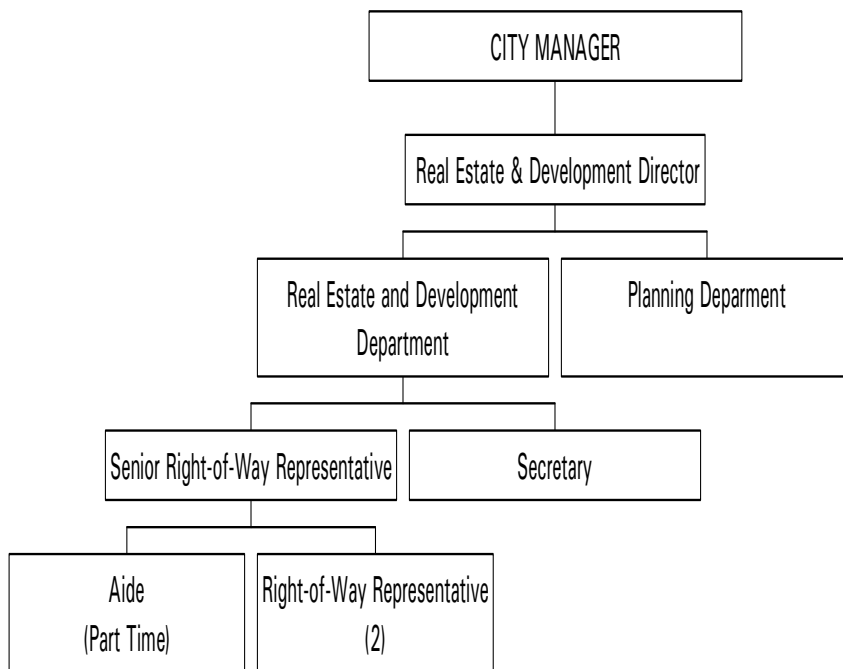
REAL ESTATE AND DEVELOPMENT

2004/05 PERFORMANCE OBJECTIVES

1. Acquire right-of-way for road widening on John R and Big Beaver Roads. (Staff Objective 7)
2. Develop a comprehensive development and a five-year capital plan for the Downtown Development Authority. (Staff Objective 8)
3. Complete new development plans for the Brownfield Redevelopment Authority. (Staff Objective 8)
4. Continue right-of-way acquisitions for the Crooks/Long Lake interchange. (Staff Objective 7)
5. Assist with the completion of large-scale projects, including the Civic Center. (Staff Objective 7)
6. Attract business into the SmartZone. (Staff Objective 8)
7. Improve the Troy/Oakland Executive Airport. (Staff Objective 8)
8. Assist with improvement of gateways and other major intersections, including Rochester/I-75, Big Beaver/I-75, and Adams and South Boulevard and CMAQ projects. (Staff Objective 7, 8)
9. Create new development tools (infill ordinance, transfer of development rights). (Staff Objective 7, 8)

REAL ESTATE AND DEVELOPMENT

2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY			
	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Real Estate and Development Director	1	1	1
Secretary	1	1	1
Senior Right-of-Way Representative	1	1	1
Aide (Part-Time)	1	1	1
Right-of-Way Representative	2	2	2
TOTAL DEPARTMENT	6	6	6

REAL ESTATE AND DEVELOPMENT
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

SUPPLIES:

Operating supplies were reduced by \$1,000.

OTHER SERVICES/CHARGES:

Consultant Services were reduced by \$3,000.

There was an addition of \$2,000 to membership and dues to cover the with the added brokers licenses and anticipated attainment of an appraisal license.

PARKS AND RECREATION

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATION

- Conducts facility planning and development
- Works on intergovernmental projects
- Works on Capital improvement projects
- Grants
- Marketing
- Staff assignments
- Park planning and development
- Prepares and administers department budget
- Sponsorship and donations
- Scholarship and fee waiver for recreation programs and community center membership
- Liaison with Troy Daze Committee, Medigo, Boys & Girls Club, Troy Racquet Club

NATURE CENTER

- Science-based nature education programs for school children
- Family and adult interpretive programs
- Maintains 2.5 miles of nature trails
- Manages 100 acres of wildlife
- Special events
- Award winning "Junior Naturalist" program
- Natural history trips
- Cattail Cove Gift shop supports the Nature Center and its programs
- Operates 8,183 sq. ft. interpretive Center with library, wildlife viewing, and new classrooms

ATHLETICS

- Coordinates adult leagues
- Coordinates youth leagues
- Acts as liaison with Troy Youth Football, Troy Youth Soccer League, Troy Baseball Boosters programs
- Coordinates adult and youth instructional sport activities
- Coordinates athletic special events for youths and adults
- Selected #1 Sportstown

ENRICHMENT PROGRAMS

- Offers a wide variety of youth and adult enrichment programs
- Coordinates ski, arts/crafts, music, martial arts, computers, fitness, dance, etc.
- Offers special events for individuals and families

SENIOR CITIZENS PROGRAMS

- Accredited by the National Council on Aging/National Institute of Senior Centers
- Offers social, enrichment, recreational sports and fitness activities
- Coordinates transportation services
- Offers nutrition program for homebound and walk-in hot meals

CAMPS

- Program a variety of day camps
- Offer Troy Sports Camps w/school district (22 different camps)
- Neighborhood Roving Recreation Unit
- Summer Travel Adventure Camp
- Six weeks of traditional day camp
- Dance and performing arts camp offered
- Adaptive camp for persons with disabilities

PRESCHOOL

- Provide full range preschool activities, including state licensed school, enrichment, and parent/tot
- Nationally accredited Safety Town program

PARKS AND RECREATION

2004/05 FUNCTIONAL ORGANIZATIONAL CHART, CONTINUED

COMMUNITY CENTER

- More than 800,000 users annually
- Houses Parks and Recreation offices
- Allows community groups meeting space at no cost
- Allows community groups and businesses access to meeting rooms
- Allows residents use of gym, pools and fitness areas
- Allows meeting room, gym and pool rentals

PARKS

- Maintain over 610 acres of active and passive park land
- Plant and maintain right-of-way trees
- Review landscape and tree preservation plans for commercial and residential development
- Administers contracted land-scape maintenance of all municipal buildings
- Perform special event setup, sports field preparation
- Community resource for horticultural/arboricultural concerns
- Plans and develops park projects

ADAPTIVE RECREATION

- Offers social, recreational, athletic and fitness activities for persons with disabilities
- Provides additional programs and special events in cooperative arrangements with Special Olympics, Oakland County Parks and Recreation, Northwest Therapeutic Recreation, Troy Ability Soccer League, Association for Retarded Citizens, and Italian Study Group of Troy

AQUATIC DIVISION AND CITY GOLF COURSES ARE SHOWN UNDER ENTERPRISE FUNDS SECTION OF BUDGET

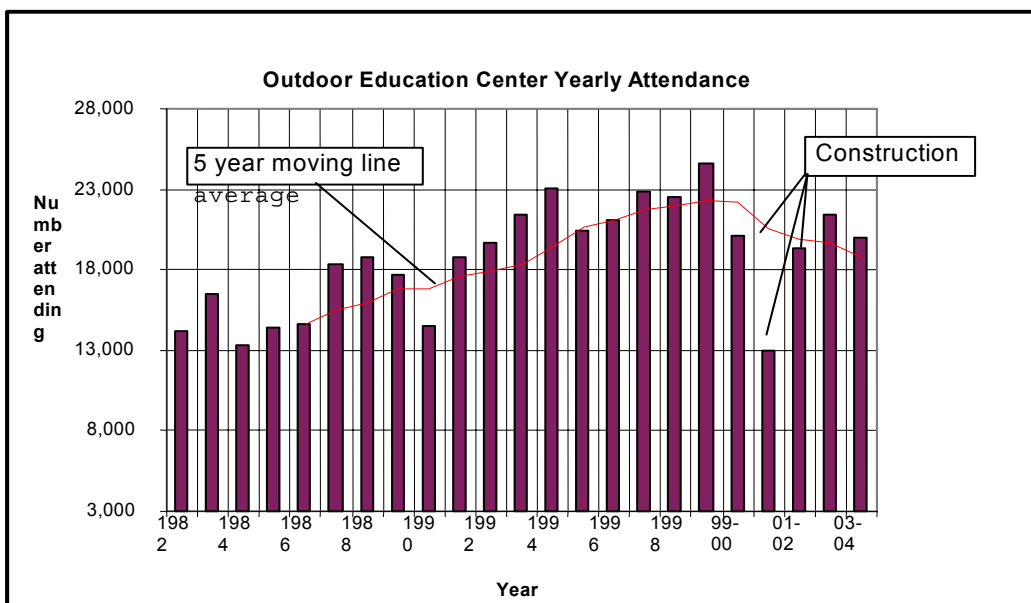
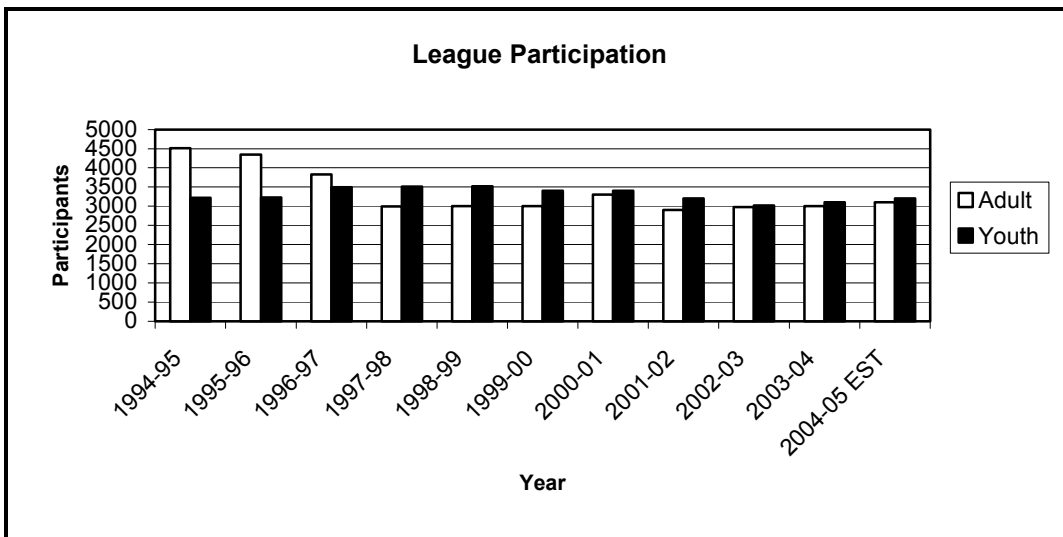
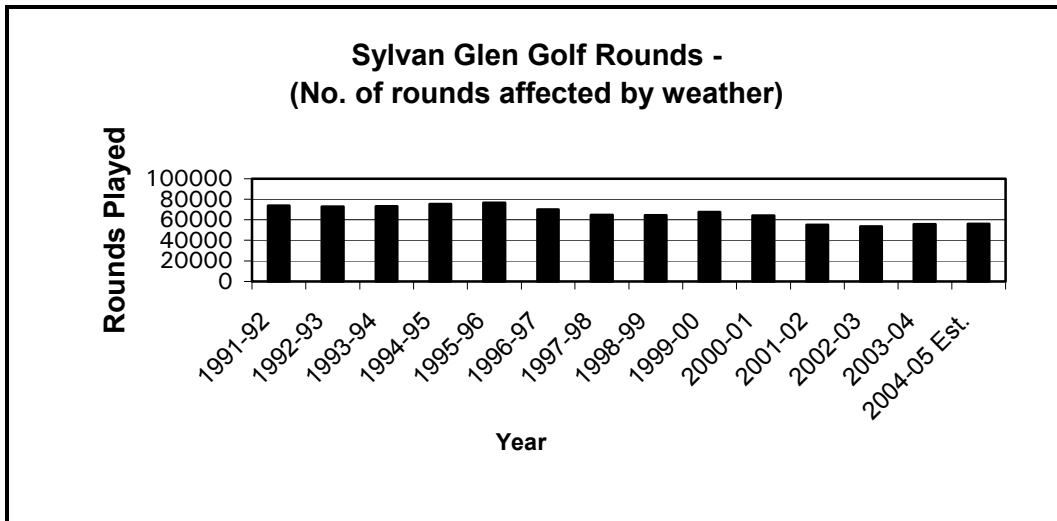
PARKS AND RECREATION
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY			ESTIMATED			
	2001/02 ACTUAL	2002/03 ACTUAL	2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Cemetery	\$51,927	\$37,677	\$43,640	\$53,540	\$52,660	-1.6%
Administration	1,203,139	1,338,035	1,336,260	1,129,480	1,141,070	1.0
Athletic Field Maint.	213,094	236,238	244,300	269,620	266,870	-1.0
Community Center	1,110,251	1,881,341	2,058,240	2,284,580	2,299,800	.7
City Grounds	271,975	247,888	305,530	308,510	315,120	2.1
Local Tree Maint.	334,127	399,703	393,860	362,870	453,150	24.9
Park Maintenance	1,299,835	1,223,330	1,397,930	1,565,220	1,481,310	-5.4
Major Tree Maint.	15,251	29,190	28,470	23,910	34,430	44.0
Street Island Maint.	378,765	505,857	570,630	504,550	701,480	39.0
Summer Program	668,406	651,696	709,210	751,430	752,900	.2
Winter Program	635,590	696,304	677,390	657,230	710,030	8.0
TOTAL DEPARTMENT	\$6,182,360	\$7,247,259	\$7,765,460	\$7,910,940	\$8,208,820	3.8%
Personal Services	\$3,002,685	\$3,647,409	\$3,776,140	\$3,832,280	\$3,903,300	1.9%
Supplies	439,351	513,008	535,260	543,720	554,470	2.0
Other Services/Charges	2,712,899	3,080,818	3,454,060	3,534,940	3,751,050	6.1
Capital Outlay	27,425	6,024	0	0	0	0
TOTAL DEPARTMENT	\$6,182,360	\$7,247,259	\$7,765,460	\$7,910,940	\$8,208,820	3.8%

PERSONNEL SUMMARY								
	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Parks & Recreation	34	43	35	116	35	128	35	128
TOTAL DEPARTMENT	34	43	35	116	35	128	35	128

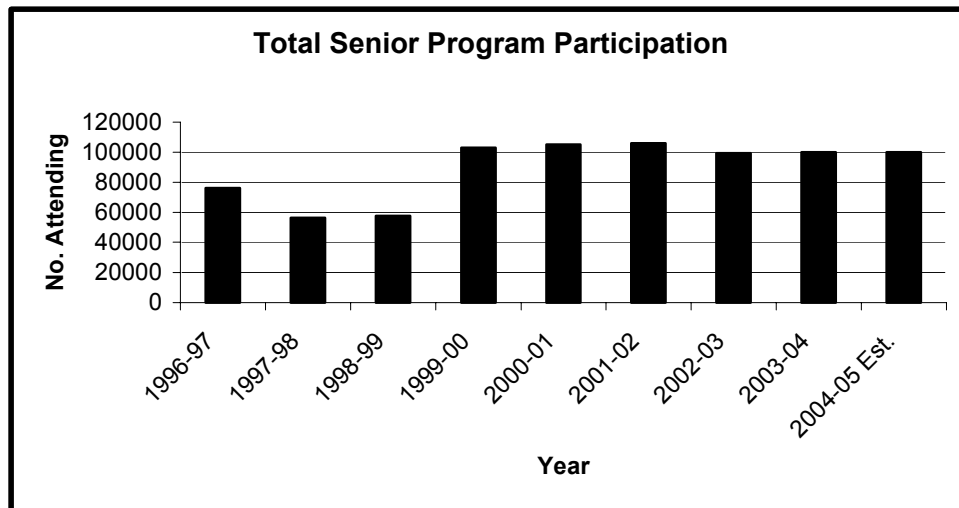
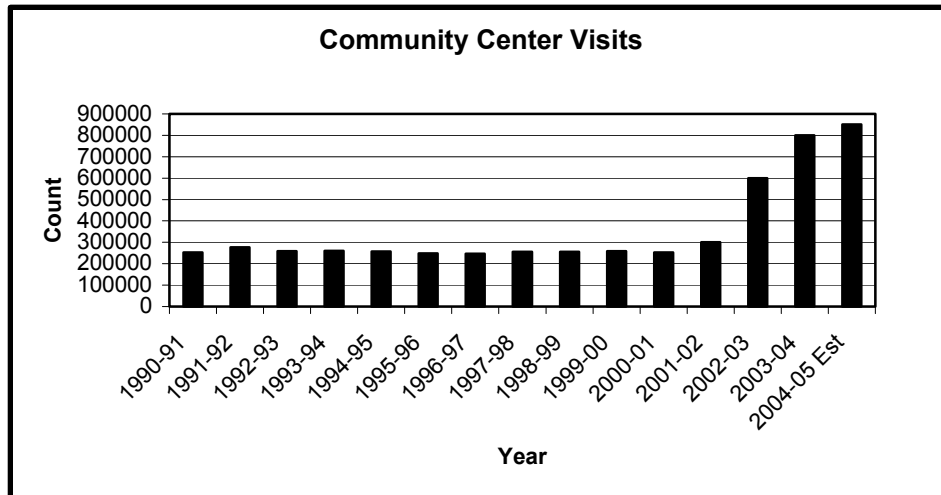
PARKS AND RECREATION

2004/05 KEY DEPARTMENTAL TRENDS



PARKS AND RECREATION

2004/05 KEY DEPARTMENTAL TRENDS, CONTINUED



PARKS AND RECREATION

2004/05 SERVICE STATEMENT

A variety of activities are offered and facilities operated for the leisure pursuit of all residents. Instructional, athletic, fitness, special events, park operations, senior citizen, adaptive, golf and special facilities are some of the services offered by the Parks and Recreation Department.

Instructional programs include downhill ski, hunter safety, dance, arts & crafts, tennis, golf, preschool, computers, and skating. These classes provide a balance between work and play, an outlet for relaxation and build self-esteem.

Athletic leagues are offered for both youth and adults. Leagues include soccer, flag football, basketball, golf, lacrosse, volleyball, floor hockey, tee ball and softball. Adults and youth have the opportunity to learn new skills, connect with others and enhance ethnic harmony.

The Nature Center offers 22 different school programs, 50-60 public programs and nature trails for the enjoyment of residents. Educational and recreational pursuits center around the 100 acres of land and the natural communities found there. Programs like bird hikes, botany classes, weather, wildflowers, maple syruping and Michigan wildlife are just a sample of the services provided.

Senior citizen programs include sports and fitness, travel, transportation, creative arts, computers and other enrichment programs. Senior citizens in our community are looking for opportunities to maintain vitality, develop personal interests, and find others who share their interests. The Parks and Recreation Department strives to meet these needs and enhance the quality of life through these programs and services.

Special events are offered throughout the year for residents. Summer Concerts, Egg Scramble, Family Festival, Daddy-Daughter Night, Punt, Pass and Kick as well as Kids Garage Sale, Plant Exchange, MRPA Hoop Shoot and Hershey Track and Field Meet are some of the special events offered. These events are offered to foster a sense of community, increase family activity, are low cost or free and close to home.

Providing and preserving parks and open space enhances the desirability of the city and contributes to the safety and health of residents. Over 610 acres of parkland are maintained by staff. Parks and open space preserve wildlife, protect the ecosystem, reduce pollution, and provide clean air and water.

The programs offered and facilities developed and operated by the Parks and Recreation Department have value and benefits which impact the individual, community, environment and economic viability of the City. Parks and Recreation programs build a sense of community, reduce crime and substance abuse, promote ethnic and cultural harmony, provide support for youth and social bonding, and offer lifelines for the elderly.

PARKS AND RECREATION

2004/05 MISSION STATEMENT

It is the mission of the Parks and Recreation Department to enhance the quality of life with leisure opportunities for residents and businesses by providing recreation programs, facilities, parks and related services. The Department promotes a healthy lifestyle for all age groups, regardless of physical abilities, and enriches cultural and natural resources through community interpretive programs.

The Parks and Recreation department is committed to providing a responsive, distinctive, effective department with high quality comprehensive programs, parks, facilities and open space.

Department staff is guided by the following operating principles:

Service

Responsive
Compassionate
Efficient
Prompt
Courteous

Accountability

Fiscally responsible
Effective use of resources
Accurate

Communication

Cooperative
Forthright/Receptive
Sincere

Professionalism

Integrity
Excellence
Honesty
Innovative
Progressive

Park land, open space, natural and cultural features have become increasingly important to the community. An objective of the Department is to acquire, educate and/or protect these valuable community features and facilities for present and future residents.

The department offers competitive sports leagues for both adults and youth. Other athletic activities are offered by non-profit organizations in cooperation with the Parks and Recreation Department; facilities and fields are maintained by the Parks Division for use by these organizations. Among the organizations that offer such programs are: Troy Youth Football, Troy Youth Soccer League and Troy Baseball Boosters.

In addition to the programs offered, the City maintains many parks and facilities. Over 610 acres of parkland are owned and maintained. Parks range in size from the 200-acre Flynn Park, to the 3-acre Redwood Park. The City owns five parcels that have not yet been developed. Five special-use facilities are operated by department staff: the Lloyd Stage Nature Center, Farm, Community Center, Family Aquatic Center, and Sylvan Glen Golf Course.

PARKS AND RECREATION

2004/05 PERFORMANCE OBJECTIVES

- | | |
|---|--|
| 1. Complete landscaping and parking at Nature Center. (Staff Objective 7)

2. Develop exhibits for Nature Center. (Staff Objective 3, 7)

3. Develop a marketing plan for the department. (Staff Objective 9) | 4. Begin development of new land acquisition. (Staff Objective 7)

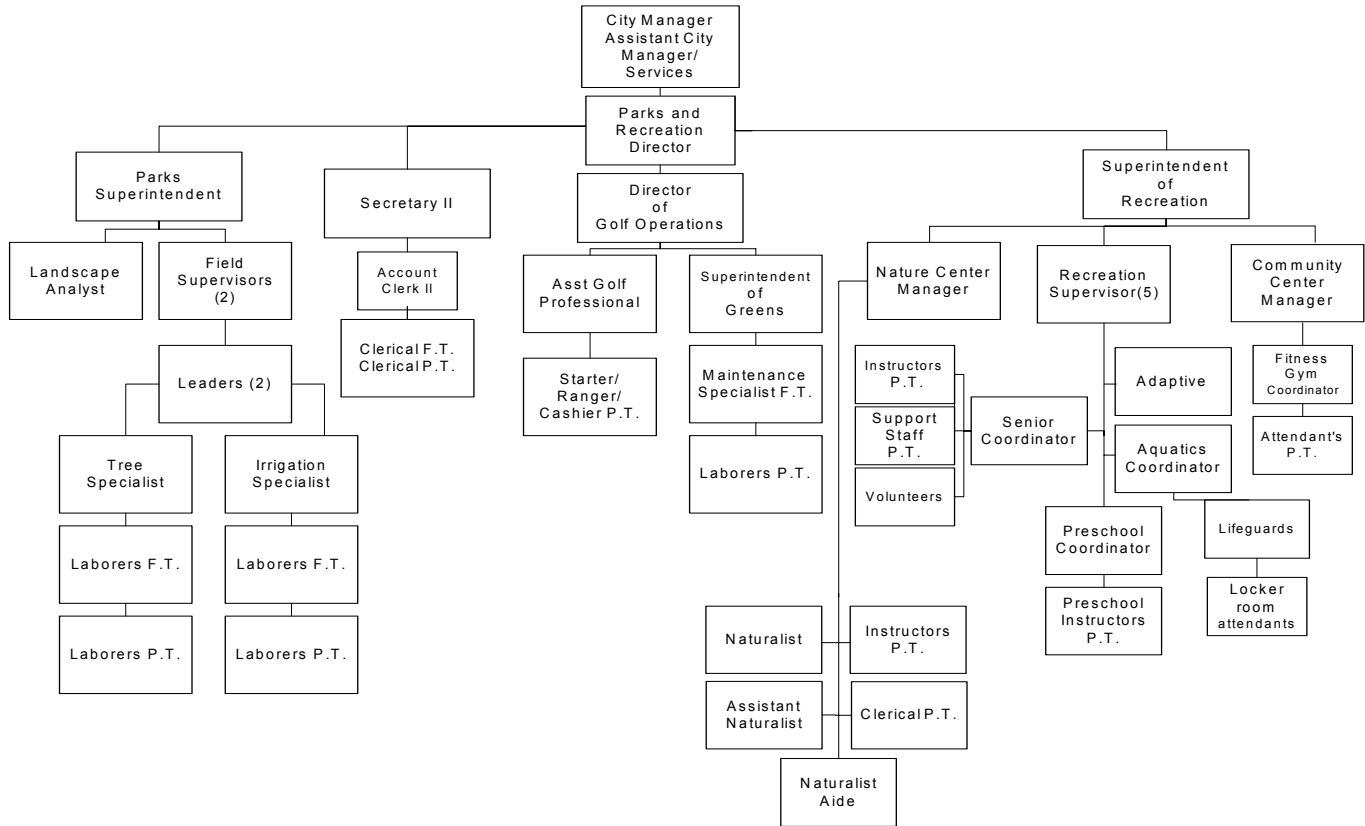
5. Begin removal of municipal trees infested with Emerald Ash Borer and develop replacement plan. (Staff Objective 3) |
|---|--|

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Nature Center Group Attendance	9,260	7,940	8,400	8,000
Nature Center Weekday Attendance	3,960	4,690	3,950	4,000
Nature Center Weekend Attendance	3,500	4,580	3,750	3,800
Nature Center Program Attendance	4,660	4,090	3,300	3,300
Senior Program Attendance	93,000	94,000	99,400	100,000
Special Event Attendance	6,200	6,200	6,100	6,300
Sports Camps	2,505	2,700	2,700	2,800
Safety Town	211	215	215	215
Troy Daze Community Festival (man hours)	1,350	1,370	1,450	1,450
ROW Trees Trimmed	3,200	1,000*	3,200	3,200
ROW Trees Planted	750	750	750	750
Mowing/Trimming (man hours)	6,200	7,000	7,200	7,000
Ball Diamond Maintenance (man hours)	3,600	3,700	3,500	3,700
Soccer/Football Field Maintenance (man hours)	2,550	2,600	2,600	2,600
Snow/Ice Control (man hours)	1,300	1,800	1,800	1,800
Community Center Fitness Room Attendance	121,000	125,000	130,000	132,000
Community Center Gym Attendance	38,000	35,000	35,000	40,000
Community Center Pool Attendance	55,500	55,000	64,000	70,000

*Began removal of trees infested with Emerald Ash Borer

PARKS AND RECREATION

2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Parks & Recreation Director	1	1	1
Superintendent of Recreation	1	1	1
Parks Superintendent	1	1	1
Landscape Analyst	1	1	1
Nature Center Manager	1	1	1
Community Center Manager	1	1	1
Recreation Supervisor	5	5	5
Field Supervisor	2	2	2
Secretary II	1	1	1
Naturalist	1	1	1
Assistant Naturalist	1	1	1
Leader	2	2	2
Irrigation Specialist	1	1	1
Tree Specialist	4	4	4
Laborer	6	6	6
Clerk Typist	4	3	3
Clerk Typist (Part-Time)	3	3	3
Account Clerk II	0	1	1
Preschool Coordinator (Part-Time)	1	1	1
Senior Coordinator (Part-Time)	1	1	1
Naturalist Aide (Part-Time)	1	1	1
Attendants (Part-Time)	16	30	30
Custodial/Laborer (Part-Time)	1	1	1
Aquatics Coordinator	1	1	1
Fitness/Gym Coordinator	1	1	1
N.C. Instructor (Part-Time)	6	6	6
Locker Room Attendant (Part-Time)	10	8	8
Lifeguards (Part Time)	77	77	77
TOTAL DEPARTMENT	151	163	163

PARKS AND RECREATION
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

COMMUNITY CENTER:

Shows increase of \$15,220 or .7 percent in expenditures after operating for full a budget year:

2003/04 - \$2,284,580
2004/05 - \$2,299,800

STREET ISLAND:

Street Island accounts reflects a \$178,230 or 77.7 percent increase in DDA account to reflect increased mileage and maintenance level:

2003/04 - \$229,320
2004/05 - \$407,550

CAPITAL PROJECTS:

Capital projects are limited but the removal and replacement of Ash trees is proposed at \$2 million for 2004/05.

LOCAL TREE MAINTENANCE:

Shows a 29.1 percent increase due to Ash tree work:

2003/04 - \$270,410
2004/05 - \$349,090

Budget is proposed to meet subsidy goal of \$2.7 million in recreation division.

POLICE DEPARTMENT

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATION

- Prepares and administers the department's budget
- Coordinates and administers grants
- Directs the planning, organization, coordination and review of department operations
- Establishes, evaluates and reports on department goals
- Conducts internal and pre-employment investigations
- Develops, implements and evaluates department policies and procedures
- Works with the City Manager and city department heads on city plans and projects
- Liaisons with law enforcement and community groups
- Manages Emergency Operations and Homeland Security functions

INVESTIGATIONS DIVISION

- Investigates reported crimes and suspected criminal activity
- Conducts undercover investigations and criminal surveillances
- Gathers, collates, and disseminates information regarding criminal activity
- Administers criminal and narcotics forfeiture actions
- Provides specialized narcotics trafficking, auto theft and arson investigation
- Liaisons with other law enforcement agencies
- Conducts investigations relative to child welfare
- Provides liaison services to the Troy School District
- Liaisons with local, state and federal prosecutors and courts

SUPPORT SERVICES DIVISION

- Public Safety Answering Point-dispatches all calls for emergency service
- Develops, schedules and presents department training
- Maintains records, processes FOIA, permit and license requests
- Stores, secures and disposes of all property
- Houses and transports prisoners
- Coordinates and maintains management information systems, conducts research/planning
- Implements crime prevention programs
- Facilitates problem solving projects
- Disseminates media information

PATROL DIVISION

- Establishes working relationships with people in the community to facilitate quality policing and problem solving
- Operates motor, foot and bicycle patrol by uniformed and plain clothes officers for the general maintenance of law and order
- Provides immediate response to emergency situations and provides specialized law enforcement response to tactical situations
- Conducts preliminary investigation of crimes, enforcement of local ordinances, state law and any other law applicable and in force within the city
- Traffic law enforcement, investigation of traffic crashes, traffic education programs, respond to complaints of neighborhood traffic problems and coordination of school crossing guards
- Manages impounded vehicles
- Provides for control and care of animals

POLICE DEPARTMENT
2004/05 DEPARTMENT AT A GLANCE

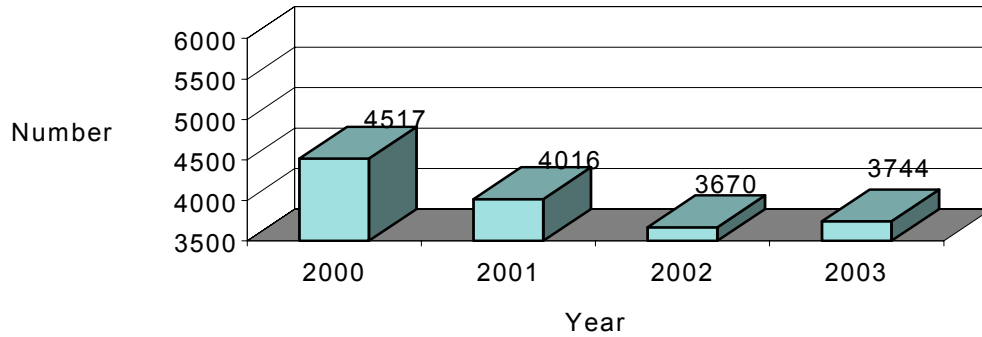
FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Administration	\$1,264,737	\$1,409,801	\$1,360,460	\$1,377,100	\$1,417,140	2.9%
Investigations	3,295,202	3,333,113	3,262,140	3,489,020	3,647,090	4.5
Patrol	9,646,175	9,722,494	10,848,400	10,872,820	11,318,580	4.1
Support Services	5,467,806	5,372,387	5,489,660	5,687,170	5,676,410	- .2
TOTAL DEPARTMENT	\$19,673,920	\$19,837,795	\$20,960,660	\$21,426,110	\$22,059,220	3.0%
Personal Services	\$16,472,562	\$16,742,348	\$17,722,150	\$18,071,940	\$18,822,740	4.2%
Supplies	311,633	369,245	400,830	403,320	410,380	1.8
Other Services/Charges	2,755,047	2,638,871	2,764,980	2,878,150	2,752,100	-4.4
Capital Outlay	134,678	87,331	72,700	72,700	74,000	1.8
TOTAL DEPARTMENT	\$19,673,920	\$19,837,795	\$20,960,660	\$21,426,110	\$22,059,220	3.0%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Police Department	194	11	194	13	194	13	194	13
TOTAL DEPARTMENT	194	11	194	13	194	13	194	13

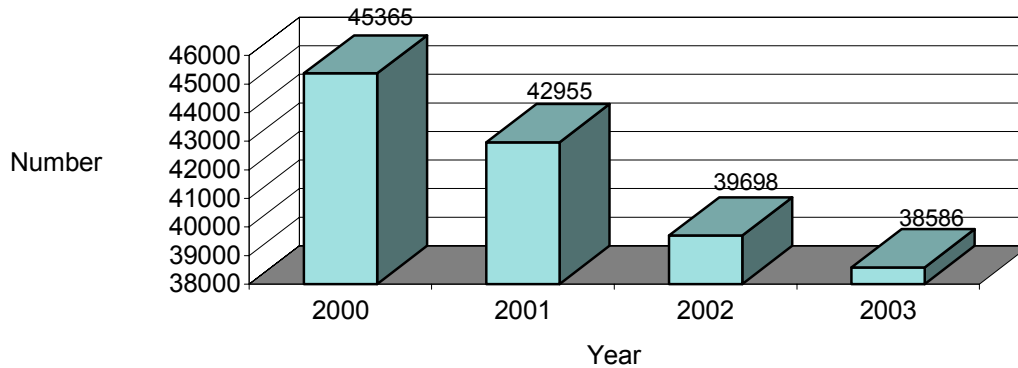
POLICE DEPARTMENT

2004/05 KEY DEPARTMENTAL TRENDS

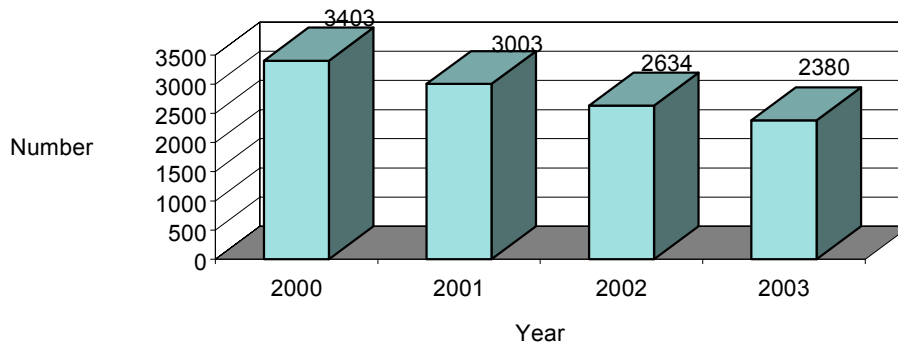
GROUP A OFFENSES



CALLS FOR SERVICE



GROUP B OFFENSES



POLICE DEPARTMENT
2004/05 SERVICE STATEMENT

Police personnel are the first called to respond to a vast array of real and perceived threats to public safety and health. To a large measure, police personnel are the City government representatives best positioned to identify community concerns. Often, police personnel are able to assist citizens in resolving these concerns.

The Troy Police Department is committed to providing quality police service with citizen satisfaction as its ultimate goal. This commitment requires that all Police Department employees deliver police service in an efficient, effective, and satisfactory manner.

To that end, the Department adopted a community oriented policing philosophy. This philosophy emphasizes problem solving, is results oriented, and focuses on resolving the problem's underlying causes.

The Department prides itself on the quality of its employees. Our employees participate in planning, decision-making, and quality service delivery. The Department's community oriented policing philosophy encourages police personnel to utilize their knowledge of the community and their profession to identify public safety problems and quality of life issues. Solutions to these problems and issues are employee driven.

To facilitate the problem identification and resolution process, Department members work in partnership with the community. Police personnel utilize citizen involvement, personal ingenuity, combined with government and community resources to resolve problems and issues. Each employee is responsible and accountable for his or her individual actions.

Our community oriented policing philosophy facilitates the achievement of our mission through the prevention of crime, increased citizen safety, enhanced citizen confidence in the police department, and increased police employee job satisfaction.

POLICE DEPARTMENT

2004/05 MISSION STATEMENT

It is the mission of the City of Troy Police Department to protect life, property, and human rights, through law enforcement service.

The Troy Police Department seeks to accomplish its mission through the formation of partnerships with the community. The department strives for a public perception that views police officers as leaders and trusted partners. The motto of the Troy Police Department is: "Service Through Partnership".

State statute, city code and the citizens, through the Troy City Council, establish the authority by which the Troy Police Department operates. Troy City Code mandates a Department of Police, headed by a Chief of Police. The Chief is charged with directing the police work of the City and is responsible for the enforcement of law and order. Troy police officers have all the powers, duties and responsibilities conferred upon them by virtue of the ordinances of the City of Troy and the law. The Police Department shall have other additional powers, duties and responsibilities as lawfully imposed by any administrative directive, resolution, rule, ordinance, charter provision, or law.

Ultimately, the Troy Police Department draws its authority from the will and consent of the people. Police officers are responsible to the public. Therefore, police activities are based on public service principles.

POLICE DEPARTMENT

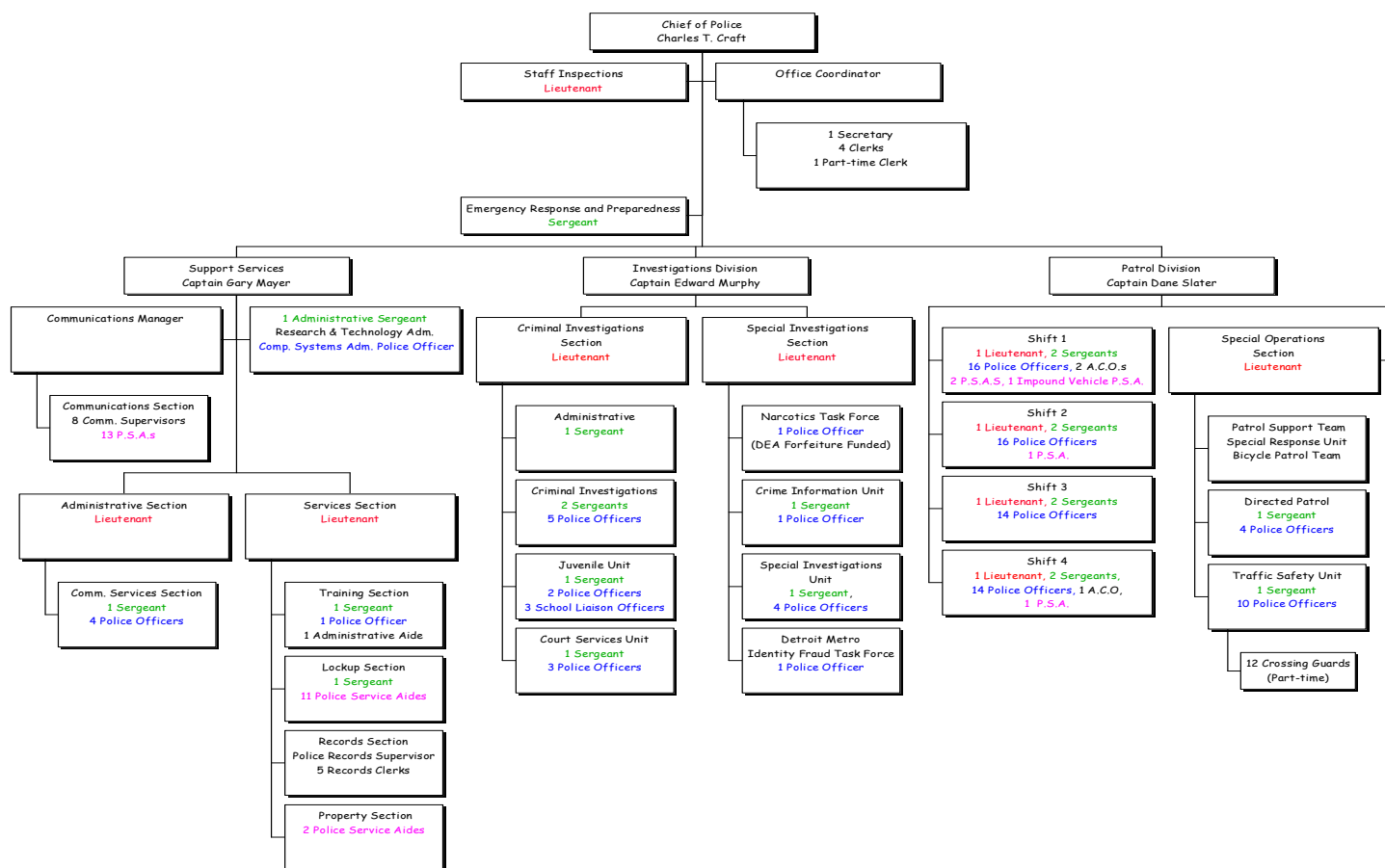
2004/05 PERFORMANCE OBJECTIVES

1. Increase the availability of police officers to respond to calls for service. (Staff Objective 3)
2. Pursue improvement to Part 1 (serious crime) clearance rates. (Staff Objective 3)
3. Revise department operating, and mission, vision value statements, and job descriptions to reflect department operating philosophy. (Staff Objective 3)
4. Implement organizational and staffing revisions. (Staff Objective 5)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Total calls for service taken by desk personnel	5,364	5,400	5,700	5,200
Hours dedicated to alcohol enforcement	2,318	2,400	2,300	2,300
Number of liquor compliance inspections	808	730	400	600
Number of selected/directed traffic details	110	104	130	130
Part I serious crime clearance rate	26.0%	25.0%	25.0%	25%
Alcohol abuse prevention presentations	82	100	100	100

POLICE DEPARTMENT

2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Chief of Police	1	1	1
Captain	3	3	3
Lieutenant	10	10	10
Sergeant	23	23	23
Police Officer	100	100	100
Police Service Aide	31	31	31
Animal Control Officer	3	3	3
Communications Supervisor	8	8	8
Communications Manager	1	1	1
Office Coordinator	1	1	1
Police Records Supervisor	1	1	1
Records Clerk	5	5	5
Administrative Aide	1	1	1
Secretary	1	1	1
Clerk/Typist	4	4	4
Research and Tech. Administrator	1	1	1
Crossing Guard (Part-Time)	12	12	12
Clerk/Intern (Part-Time)	1	1	1
TOTAL DEPARTMENT	207	207	207

POLICE DEPARTMENT
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

TOTAL OPERATING BUDGET:

The operating budget for the Police Department for fiscal year 2004/05 increased \$633,110 or 3.0 percent over the fiscal year 2003/04 budget.

PERSONAL SERVICES:

Personal Services account for 85.3 percent of the Police Department's budget. Overall, the Personal Services budget increased 4.2 percent over last year. This increase is primarily a result of wage, insurance, and benefit cost increases.

SUPPLIES:

Supplies cost increased by 1.8 percent, or \$7,060.

OTHER SERVICES/CHARGES:

The Other Services/Charges budget decreased by 4.4 percent, or \$126,050. This is largely due to a \$97,170 decrease on the department's physical examination budget. Physical exams are administered to police officers and command officers biennially. The 2003/04 budget reflected the cost of the police officer physical exams while the 2004/05 budget reflects the cost of command officer physicals. Medical First Responder cost rose 3.0 percent, or \$14,000, due to contractual agreement.

DEPARTMENT OF PUBLIC WORKS

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATIVE AND SUPPORT SERVICES

- Prepares and administers department budget
- Coordinates and evaluates staff activities
- Coordinates staff development and training
- Procures materials, equipment and supplies
- Represents and promotes the department to the community in an efficient and professional manner
- Liaison with other government units
- Recommends and implements policies and programs in the Public Works Department
- Formulates and develops efficient operational programs and priorities
- Maintains inventory
- Acts as liaison with other City departments

STORM WATER DRAINAGE

- Evaluates existing storm water drainage system
- Develops and implements creative and efficient projects to improve our water sheds and storm water drainage system
- Monitors Federal, State, and County information sources regarding changes in storm water drainage by regulations and mandates
- Works with other staff, develops strategies that aid the City in achieving compliance in the most effective and economical manner
- Liaison with other storm water agencies to effectively manage common used water sheds

FLEET MAINTENANCE

- Provides auto repair services for the City- owned fleet of vehicles
- Provides 24- hour maintenance on snow removal equipment
- Performs welding, cutting fabrication or repair on various other equipment
- Maintains an up to date computerized inventory system
- Prepares specifications and bid documents for Fleet Vehicles & Equip.

CONTRACT ADMINISTRATION

- Prepares technical specifications and invitations to bid
- Analyzes bid documents and prepares recommendations for approval by City Council
- Supervises contractors to ensure that bid specifications are being followed
- Evaluates contractors for possible use on future bids
- Maintain and update our computerized road condition inventory system

STREET SERVICES

- Provides a safe and clean road service for vehicular traffic through pavement repair and snow and ice control
- In conjunction with all traffic control signs, incorporate aesthetics by grass & weed control
- Performs storm sewer, open drain and detention pond maintenance for storm water relief to protect life and property
- Aids other departments or agencies in securing a safe environment during emergency situations.

REFUSE AND RECYCLING

- Provides prompt, reliable refuse removal service
- Maintains a efficient recycling operation
- Handles refuse related calls
- Liaison to the City's refuse collection contractor and resource recovery authority
- Promotes public education in the area of solid waste disposal through multi lingual newsletters and brochures
- Work with agencies to develop programs reducing materials in the waste system

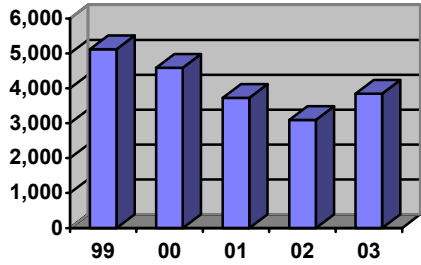
WATER & SEWER BILLING AND ACCOUNTS

- Provides billing account management and administration
- Provides radio contact with field crews, transmitting and receiving all radio calls through the base station
- Provides secretarial and clerical support to the department
- Liaison to all water and sewer customers providing public education and account services

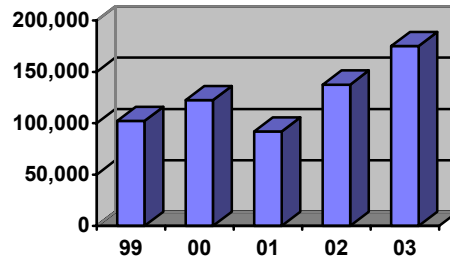
WATER & SEWER DISTRIBUTION

- Provides accurate and continuous readings of all water meters
- Maintains fire hydrants in proper functioning condition
- Responds to service request calls related to the water distribution system
- Inspects, assists and supervises subcontractors in the maintenance of the water distribution system
- Maintains and repairs the sanitary sewer system

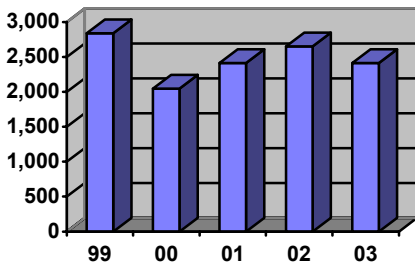
DEPARTMENT OF PUBLIC WORKS **2004/05 KEY DEPARTMENTAL TRENDS**



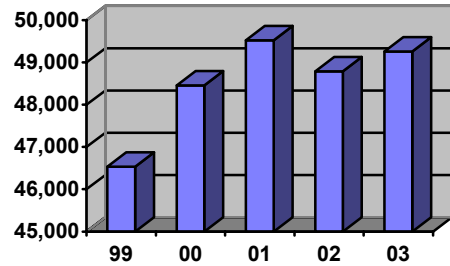
Motor Pool Completed Work Orders



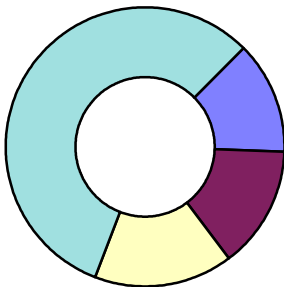
Dollar Increase in Crack & Joint Sealing Contract



Water Inquiries Received and Handled Yearly

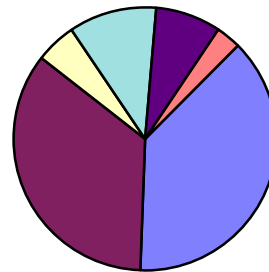


Total Refuse Collected in tons



Fleet Maintenance Refuse/Recycling
 Street Service Water/Sewer

Total DPW Budget



Major Local County
 Drains Street Lighting Sidewalks

Streets Department Budget

DEPARTMENT OF PUBLIC WORKS

2004/05 SERVICE STATEMENT

The Public Works Department serves the community by providing services through efficient management and maintenance of its equipment, fleet, facilities and infrastructure. This is accomplished in a professional manner thru effectively training staff and managing our operations.

The Public Works Department is under the guidance of the Director of Public Works along with management comprised of three divisional superintendents, a Solid Waste Coordinator, and the Department's Storm Water Engineer. Working together, they ensure high quality maintenance and services by overseeing all departmental projects, programs.

The Fleet Maintenance Services includes the purchase and maintenance of City owned vehicles and equipment. Communication with the other divisions is essential in order to provide them with the equipment and repair services they need to perform their various operations.

The Streets & Drains Division's primary mission is to provide a safe, well-maintained major road, local road, and sidewalk network. The superintendent and his staff develop and implement maintenance programs and improvement projects that meet this service objective.

The Water and Sanitary Sewer Division is dedicated to providing safe, clean and abundant drinking water for the residents of Troy. They maintain the distribution system to the highest standards in the most efficient manner possible. Our objective is to operate the sanitary sewer system in a safe, environmentally responsible and efficient manner.

Storm Water Management responsibilities concentrate on the implementation of the City's storm water drainage master plan, improvement of the current storm water drainage system, and compliance with Federal, State and County storm water regulations and mandates.

The Refuse and Recycling activities include the coordination of refuse collection efforts with a private contractor, and the efficient operation of both curbside recycling and drop-off recycling centers. The Coordinator is responsible for the development of educational and promotional literature and programs.

In addition to the Public Works Department providing services to the residential and business community they provide essential services to numerous other City of Troy departments.

DEPARTMENT OF PUBLIC WORKS

2004/05 MISSION STATEMENT

The mission of the Public Works Department is to provide services that continue to protect the safe, clean, and healthy environment that the taxpayers of the City of Troy have come to enjoy.

It is the duty of the Public Works Department to preserve the taxpayers' investment in the existing infrastructure, equipment and services through a high level of continuous repair and maintenance.

The Public Works Director is responsible for management coordination and the development of cooperation between the divisions that comprise the Public Works Department. The Director communicates daily with DPW superintendents and staff as to the status of ongoing projects and programs in order to assure that the desired level of public service is attained.

It is the overall mission of the Public Works Department to enhance the quality of life for residents and taxpayers of the City of Troy by providing them with the best possible public service at a competitive cost.

DEPARTMENT OF PUBLIC WORKS
2004/05 PERFORMANCE OBJECTIVES

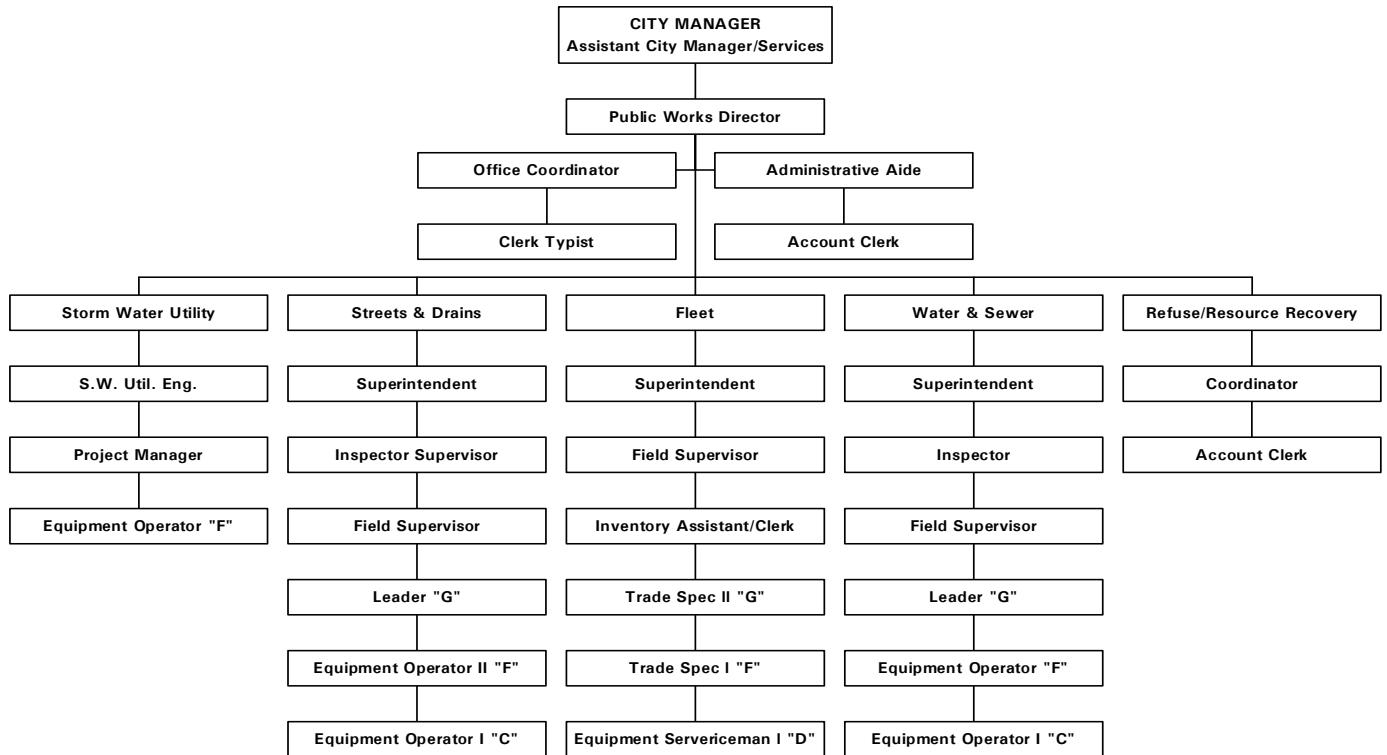
1. Develop and implement a program utilizing waste oil to heat the Department of Public Works storage buildings. The objective is two fold:
 - a. To generate heat in currently unheated storage buildings to a minimal level in order to start and operate the equipment stored there more easily.
 - b. To generate a benefit from the waste oil produced from the fleet maintenance and recycling center operations.

(Staff Objective 9)

PERFORMANCE INDICATORS	2001/02 ACTUAL	2002/03 PROJECTED	2002/03 BUDGET	2003/04 BUDGET
Sidewalk projects	206,300	300,000	110,000	550,000
Concrete pavement repair	853,500	300,000	300,000	1,100,000
Crack and joint sealing	79,600	175,000	175,000	500,000
Street light maintenance	372,800	363,00	363,000	385,750

DEPARTMENT OF PUBLIC WORKS

2004/05 ORGANIZATIONAL CHART



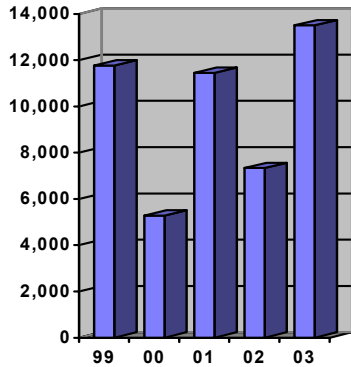
STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Public Works Director	1	1	1
Superintendent	3	3	3
Storm Water Utility Engineer	1	1	1
Project Manager	1	1	1
Administrative Aide	1	1	1
Office Coordinator	1	1	1
Account Clerk	1	1	1
Clerk/Typist	3	3	3
Cross Connection Inspector	1	1	1
Solid Waste Coordinator	1	1	1
Inventory Assistant/Clerk	1	1	1
Field Supervisor	6	6	6
Leader	6	6	6
Trade Specialist "G"	4	4	4
Trade Specialist "F"	5	5	5
Equipment Operator "F"	15	15	15
Equipment Operator "C"	24	24	24
Serviceman "D"	12	12	12
Recycling Center Attendant	1	1	1
Summer Laborers	24	24	24
Seasonal Supervisor	2	2	2
TOTAL DEPARTMENT	114	114	114

**DEPARTMENT OF PUBLIC WORKS
STREETS AND DRAINS DIVISION
2004/05 DEPARTMENT AT A GLANCE**

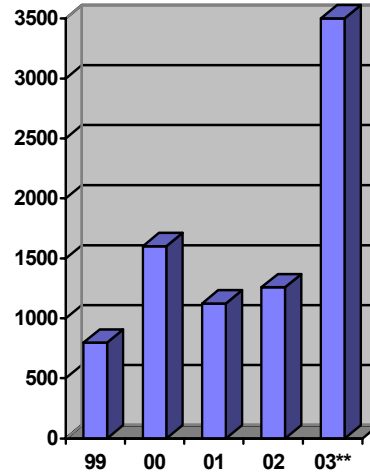
FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
County Roads	\$285,401	\$415,272	\$449,910	\$450,810	\$468,770	4.0%
Drains	675,839	690,505	802,790	897,960	830,140	-7.6
Local Roads	1,344,187	1,383,482	1,594,270	1,629,560	1,680,580	3.1
Major Roads	1,692,232	1,887,471	1,966,810	1,735,910	1,799,960	3.7
Sidewalks	144,522	135,929	145,120	182,530	180,570	-1.1
Street Lighting	300,827	372,843	363,180	363,180	390,750	7.6
Weeds	52,504	45,322	51,770	64,550	61,550	-4.6
TOTAL DEPARTMENT	\$4,495,512	\$4,930,824	\$5,373,850	\$5,324,500	\$5,412,320	1.6%
Personal Services	\$2,321,160	\$2,496,405	\$2,772,450	\$2,754,210	\$2,756,020	.1%
Supplies	428,040	580,769	715,990	701,870	708,830	1.0
Other Services/Charges	1,659,152	1,853,650	1,885,410	1,868,420	1,947,470	4.2
Capital Outlay	87,160	0	0	0	0	0
TOTAL DEPARTMENT	\$4,495,512	\$4,930,824	\$5,373,850	\$5,324,500	\$5,412,320	1.6%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Streets and Drains	34.5	18	34.5	19	34.5	19	34.5	19
TOTAL DEPARTMENT	34.5	18	34.5	19	34.5	19	34.5	19

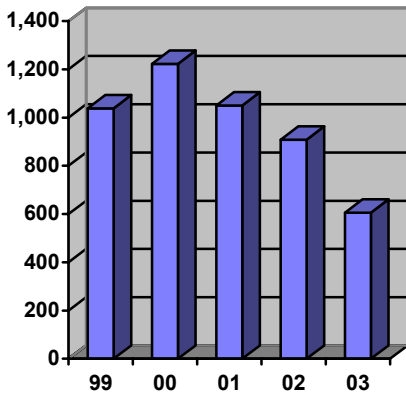
DEPARTMENT OF PUBLIC WORKS STREETS AND DRAINS DIVISION 2004/05 KEY DEPARTMENTAL TRENDS



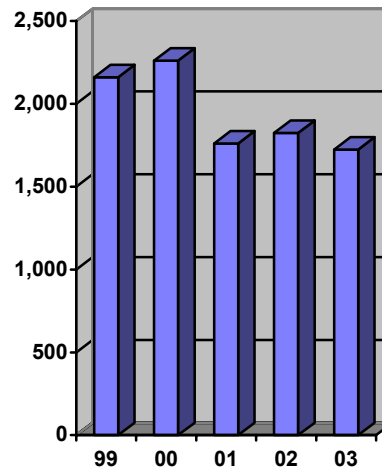
■ Salt Usage (tons)



■ Hot Asphalt Placed



■ Concrete Redi-Mix Placed



■ Traffic Signs Repaired or Replaced

* * Increase due to Parks and Recreation trails.

DEPARTMENT OF PUBLIC WORKS
STREETS AND DRAINS DIVISION
2004/05 SERVICE STATEMENT

SERVICE STATEMENT:

The Streets and Drains Division's primary responsibilities are maintenance of the local, county, and major road network and the storm water drainage system of the City of Troy. Proper maintenance ensures a safe environment for Troy residents and guests to live and work in, the following four areas of performance detail this:

The maintenance of major and local roads includes concrete, asphalt, and gravel road-wearing surfaces. These require patching, slab replacement, seam and fracture sealing, sweeping, and dust control operations. With a combination of local, major and county roads, our division maintains over 360 miles of roadways. The ice and snow control operation is organized to provide service to all roads in the City within 24 hours from the time a storm has ceased. Priority begins with major roads, school entrance routes, commercial routes, and hills, intersections, and curves located in our residential neighborhoods.

We have implemented a new pavement maintenance system for all roads. This upgraded computerized system will aid in the efficiency in pavement maintenance.

There are over 20,000 street name and traffic control signs maintained by the division. Approximately eleven percent is repaired or replaced annually due to traffic accidents, age, vandalism and theft.

Pavement marking paint and plastic decals are used to delineate pavement markings for both pedestrian and vehicular traffic. Major roads are painted bi-annually while local roads require this maintenance once every three years.

Storm water relief is provided by our City's storm sewer system. This system's infrastructure includes storm drain lines, catch basins, ditches, open drains, and detention ponds. These structures require regular inspection, cleaning and repair.

The Streets and Drains Division provides twenty-four hours per day, 365 days per year emergency assistance to the Police and Fire Departments. Activities include salting at winter fire scenes and assisting in traffic accident clean up.

The Streets and Drains Division uses its expertise to help other departments such as Engineering, Parks and Recreation, and Building Maintenance with concrete and asphalt work, sign installation, drainage projects, excavation, work-site restoration, barricading, and installation of temporary traffic control and informational signs for publicly and privately sponsored events.

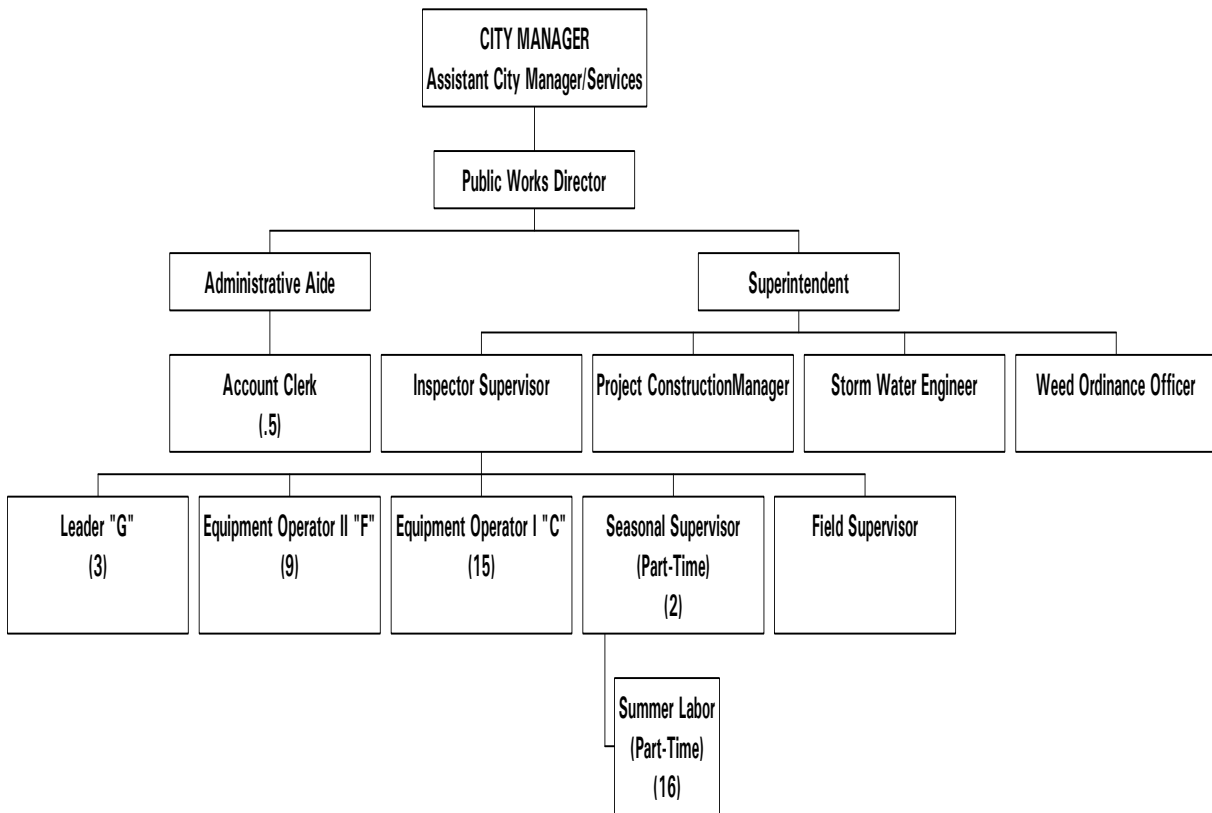
In addition to the primary responsibility of major and local road maintenance, the Streets and Drains Division's scope of work is actually much larger and extends over numerous departments.

**DEPARTMENT OF PUBLIC WORKS
STREETS AND DRAINS DIVISION
2004/05 PERFORMANCE OBJECTIVES**

1. Implement a pavement management system to evaluate the City street system to prioritize future maintenance, rehabilitation, and reconstruction needs with regard to future funding levels. (Staff Objective 7)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Snow removal/plowing	2	2	2	2
Snow and ice control/salting	35	33	33	33
Salt usage in tons	13,500	11,500	11,500	11,500
Chloride sand usage in tons	350	400	400	400
Asphalt placed (hot)	3,500	1,200	1,200	1,200
Asphalt placed (cold)	260	400	400	400
Concrete redi-mix placed	600	1,000	1,000	1,000
Street sweeping - curb miles swept	3,500	3,200	3,200	3,200
Waste collected – cubic yards	2,520	3,000	3,000	3,000
Storm catch basin cleaning – # of locations	925	1,000	1,000	1,000
Citizen Action Request forms processed	870	1,100	1,100	1,100
Traffic sign repairs or replacements	1,650	1,800	1,800	1,800
New signs fabricated	620	650	650	650
Road gravel used in tons	1,400	1,800	1,600	1,600

**DEPARTMENT OF PUBLIC WORKS
STREETS AND DRAINS DIVISION
2004/05 ORGANIZATIONAL CHART**



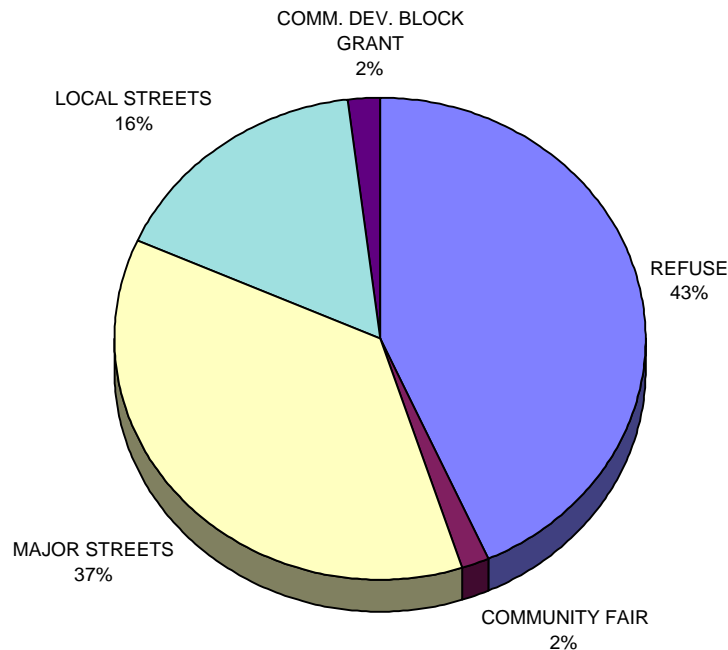
STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Public Works Director	1	1	1
Administrative Aide	1	1	1
Account Clerk	0.5	0.5	0.5
Superintendent	1	1	1
Inspector Supervisor	1	1	1
Field Supervisor	1	2	1
Leader "G"	3	3	3
Equipment Operator II "F"	9	9	9
Equipment Operator I "C"	15	15	15
Weed Enforcement Officer	1	1	1
Seasonal Supervisor (Part-Time)	2	2	2
Summer Laborers (Part-Time)	16	16	16
Storm Water Engineer	1	1	1
Project Construction Manager	1	1	1
TOTAL DEPARTMENT	53.5	53.5	53.5

**DEPARTMENT OF PUBLIC WORKS
STREETS AND DRAINS DIVISION
2004/05 SUMMARY OF BUDGET CHANGES**

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

Due to the age of the street lighting system and the addition of new lighting it has become necessary to increase the amount we spend on maintenance to keep the systems up and running.

FY 2004-05 SPECIAL REVENUE FUNDS PERCENT OF TOTAL EXPENDITURES



This chart shows expenditures for each Special Revenue Fund as a percent of the total Special Revenue Funds budget.

Community Development Block Grant Fund

This fund accounts for grant revenues from the Department of Housing and Urban Development to be used for residential and other capital improvements.

Community Fair Fund

This fund account for the revenues and expenditures associated with annual Troy Daze Fair.

Local Streets Fund

This fund has been established to account for various revenue and state-shared revenues related to the repairs, maintenance and construction of all streets classified as "local" within the City.

Major Streets Fund

This fund has been established to account for state-shared revenues relating to the repairs, maintenance and construction of all streets classified as "major" within the City.

Budget Stabilization Fund

This fund has been created for the following purposes: A) To cover a General Fund deficit, when the City of Troy's annual audit reveals such a deficit; B) To prevent a reduction in the level of public services or in the number of employees at any time in a fiscal year when the City of Troy's budgeted revenue is not being collected in an amount sufficient to cover budgeted expenses; C) To prevent a reduction in the level of public services or in the number of employees when in preparing the the budget for the next fiscal year the City of Troy's estimated revenue does not appear sufficient to cover estimated expenses; D) To cover expenses arising because of a natural disaster, including a flood, fire, or tornado. However, if federal or state funds are received to offset the appropriations from the fund, that money shall be returned to the fund.

Refuse Fund

This fund has been established to account for property tax revenues restricted for rubbish and garbage collection and service charges for recycling.

CITY OF TROY
COMMUNITY DEVELOPMENT BLOCK GRANT FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Federal Grants	\$ 145,119	\$ 228,000	\$ 213,290	\$ 199,250
REVENUE	\$ 145,119	\$ 228,000	\$ 213,290	\$ 199,250
<u>EXPENDITURES</u>				
CDBG Home Chore Program				
Other Services/Charges	\$ 64,018	\$ 60,000	\$ 60,000	\$ 70,000
CDBG HOME CHORE PROGRAM	\$ 64,018	\$ 60,000	\$ 60,000	\$ 70,000
<u>CDBG ADMINISTRATION</u>				
Personal Service Control	\$ 1,891	\$ 4,000	\$ 4,000	\$ 4,000
Other Services/Charges	1,109	1,000	1,000	1,000
CDBG ADMINISTRATION EXPENSES	\$ 3,000	\$ 5,000	\$ 5,000	\$ 5,000
<u>CDBG S/A PROJ-PAVING</u>				
Other Services/Charges	\$ 15,816	\$ 14,710	\$ -	\$ -
CDBG S/A PROJ-PAVING EXPENSES	\$ 15,816	\$ 14,710	\$ -	\$ -
<u>CDBG SECTION 36 STORM SEWER</u>				
Personal Service Control	\$ -	\$ -	\$ -	\$ -
Other Services/Charges	62,285	148,290	148,290	124,250
CDBG-SECTION 36 STORM SEWER EXPENSES	\$ 62,285	\$ 148,290	\$ 148,290	\$ 124,250
EXPENDITURES	\$ 145,119	\$ 228,000	\$ 213,290	\$ 199,250
Revenue Over (Under) Expenditures	-	-	-	-

CITY OF TROY
COMMUNITY FAIR FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Charges for Service	\$ 147,057	\$ 144,750	\$ 148,950	\$ 156,500
Operating Transfer In	10,000	10,000	10,000	10,000
REVENUE	\$ 157,057	\$ 154,750	\$ 158,950	\$ 166,500
<u>EXPENDITURES</u>				
Personal Service Control	\$ 44,809	\$ 14,800	\$ 42,300	\$ 14,540
Supplies	21,006	18,090	18,490	18,250
Other Services/Charges	106,405	121,860	119,730	133,710
EXPENDITURES	\$ 172,220	\$ 154,750	\$ 180,520	\$ 166,500
Revenue Over (Under) Expenditures	\$ (15,163)	\$ -	\$ (21,570)	\$ -

CITY OF TROY
LOCAL STREET FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
State Grants	\$ 1,386,893	\$1,420,000	\$1,350,000	\$1,400,000
Interest and Rents	20,798	13,000	20,000	15,000
Operating Transfer In	331,780	250,000	259,560	265,580
REVENUE	\$ 1,739,471	\$1,683,000	\$1,629,560	\$1,680,580
<u>EXPENDITURES</u>				
Operating Transfer Out	\$ 1,686,780	\$1,594,270	\$1,629,560	\$1,680,580
EXPENDITURES	\$ 1,686,780	\$1,594,270	\$1,629,560	\$1,680,580
Revenue Over (Under) Expenditures	\$ 52,691	\$ 88,730	\$ -	\$ -

CITY OF TROY
MAJOR STREET FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
State Grants	\$ 3,479,968	\$3,570,000	\$3,300,000	\$3,500,000
Interest and Rents	34,450	20,000	30,000	20,000
Operating Transfer In	491,820	126,810	155,910	280,000
REVENUE	\$ 4,006,238	\$3,716,810	\$3,485,910	\$3,800,000
<u>EXPENDITURES</u>				
Operating Transfer Out	\$ 3,741,820	\$3,716,810	\$3,485,910	\$3,800,000
EXPENDITURES	\$ 3,741,820	\$3,716,810	\$3,485,910	\$3,800,000
Revenue Over (Under) Expenditures	\$ 264,418	\$ -	\$ -	\$ -

CITY OF TROY
BUDGET STABILIZATION FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Interest and Rents	\$ -	\$ 6,800	\$ -	\$ 7,000
Operating Transfer In	-	668,000	668,000	332,000
REVENUE	\$ -	\$ 674,800	\$ 668,000	\$ 339,000
<u>EXPENDITURES</u>				
Operating Transfer Out	\$ -	\$ 6,800	\$ -	\$ 7,000
EXPENDITURES	\$ -	\$ 6,800	\$ -	\$ 7,000
Revenue Over (Under) Expenditures	\$ -	\$ 668,000	\$ 668,000	\$ 332,000

DEPARTMENT OF PUBLIC WORKS
2004/05 REFUSE AND RECYCLING DIVISION
FUNCTIONAL ORGANIZATIONAL CHART

- Provides prompt, reliable refuse, recycling, and yard waste removal service
- Maintains a recycling drop off center
- Investigates refuse and recycling related calls in a professional manner
- Liaison to the City's refuse contractor
- Promotes public education in the area of solid waste disposal and recycling through newsletters, brochures, telephone and personal contact and site visits.
- Promotes household hazardous waste and electronics recycling program
- Coordinates Christmas tree chipping program

DEPARTMENT OF PUBLIC WORKS
REFUSE AND RECYCLING DIVISION
2004/05 REFUSE FUND REVENUE AND EXPENDITURES

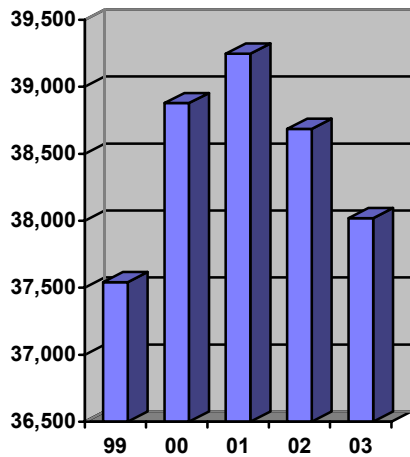
DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Taxes	\$ 3,800,178	\$ 3,870,000	\$ 3,870,000	\$ 3,967,000
Charges for Service	206,373	153,700	500	1,000
Interest and Rents	61,289	45,000	60,000	40,000
Operating Transfer In	280,340	281,940	455,230	451,180
REVENUE	\$ 4,348,180	\$ 4,350,640	\$ 4,385,730	\$ 4,459,180
<u>EXPENDITURES</u>				
Contractors Service				
Other Services/Charges	\$ 4,031,670	\$ 4,173,000	\$ 4,200,000	\$ 4,280,000
CONTRACTORS SERVICE	\$ 4,031,670	\$ 4,173,000	\$ 4,200,000	\$ 4,280,000
Other Refuse Expense				
Personal Service Control	\$ 20,929	\$ 14,870	\$ 23,360	\$ 20,580
Supplies	4	400	400	400
Other Services/Charges	25,590	26,620	26,620	30,200
OTHER REFUSE EXPENSE	\$ 46,523	\$ 41,890	\$ 50,380	\$ 51,180
Recycling				
Personal Service control	\$ 85,207	\$ 95,960	\$ 93,600	\$ 86,650
Supplies	6,972	11,700	12,000	12,200
Other Services/Charges	27,769	28,090	29,750	29,150
RECYCLING	\$ 119,948	\$ 135,750	\$ 135,350	\$ 128,000
EXPENDITURES	\$ 4,198,141	\$ 4,350,640	\$ 4,385,730	\$ 4,459,180
Revenues Over(Under)Expenditures	\$ 150,039	\$ -	\$ -	\$ -

**DEPARTMENT OF PUBLIC WORKS
REFUSE AND RECYCLING DIVISION
2004/05 DEPARTMENT AT A GLANCE**

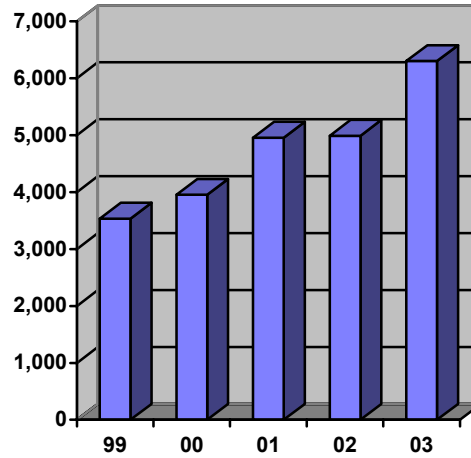
FUNDING LEVEL SUMMARY			ESTIMATED			
	2001/02 ACTUAL	2002/03 ACTUAL	2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Contractor's Service	\$3,504,018	\$4,031,670	\$4,173,000	\$4,200,000	\$4,280,000	1.9%
Recycling	122,584	119,948	135,750	135,350	128,000	-5.4
Other Refuse	44,674	46,522	41,890	50,380	51,180	1.6
TOTAL DEPARTMENT	\$3,671,276	\$4,198,140	\$4,350,640	\$4,385,730	\$4,459,180	1.7%
Personal Services	\$108,060	\$106,135	\$110,830	\$116,960	\$107,230	-8.3%
Supplies	9,777	6,975	12,100	12,400	12,600	1.6
Other Services/Charges	3,553,439	4,085,030	4,227,710	4,256,370	4,339,350	1.9
TOTAL DEPARTMENT	\$3,671,276	\$4,198,140	\$4,350,640	\$4,385,730	\$4,459,180	1.7%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Refuse & Recycling	1.5	1	1.5	1	1.5	1	1.5	1
TOTAL DEPARTMENT	1.5	1	1.5	1	1.5	1	1.5	1

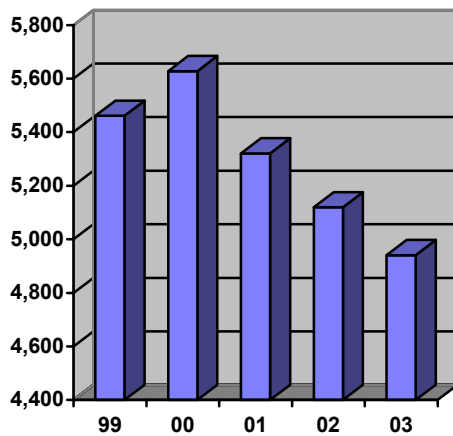
DEPARTMENT OF PUBLIC WORKS REFUSE AND RECYCLING DIVISION 2004/05 KEY DEPARTMENTAL TRENDS



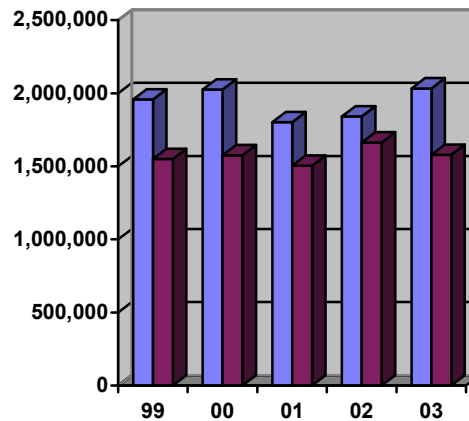
■ Total Refuse Collected in tons



■ Total Compost Collected in tons



■ Total Recyclables Collected in tons



■ Contractor's Service ■ Disposal Fees

DEPARTMENT OF PUBLIC WORKS REFUSE AND RECYCLING DIVISION 2004/05 SERVICE STATEMENT

The Refuse and Recycling Division provides for prompt, reliable, and efficient refuse collection by a private contractor once per week servicing 25,827 single-family homes, condominiums, mobile homes, duplexes, and small commercial businesses. Refuse from 4,868 apartments is also collected on a weekly basis.

A separate collection of yard waste is made for approximately thirty-five weeks from mid-April through mid-December from a projected 23,590 single-family residences and duplexes. This collected yard waste is delivered to a compost site and processed. The finished compost is delivered to the Public Works Yard for free distribution to our residents.

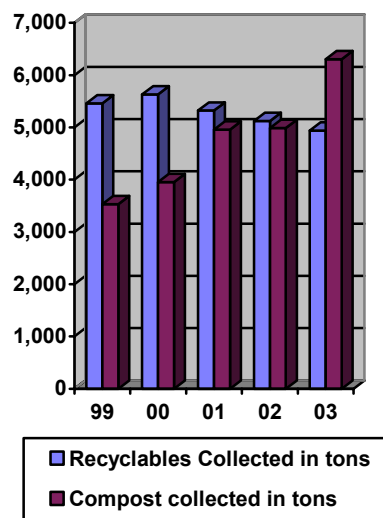
A separate collection of holiday trees for chipping and composting is also provided annually in January.

The refuse collection program includes pickup of large or bulky items within forty-eight hours of the resident's regularly scheduled collection day. These items are recycled whenever possible.

A voluntary recycling drop off center is maintained at the DPW Yard in order to provide all residents the opportunity to recycle.

The Solid Waste Coordinator has the direct responsibility to serve as the City's liaison with the refuse contractor to ensure the contractor is performing in accordance with the contract and City ordinance.

The handling and resolution of more difficult complaints, dissemination of information, keeping abreast of changes in the refuse and recycling field, and report writing are all important functions of the Solid Waste Coordinator.

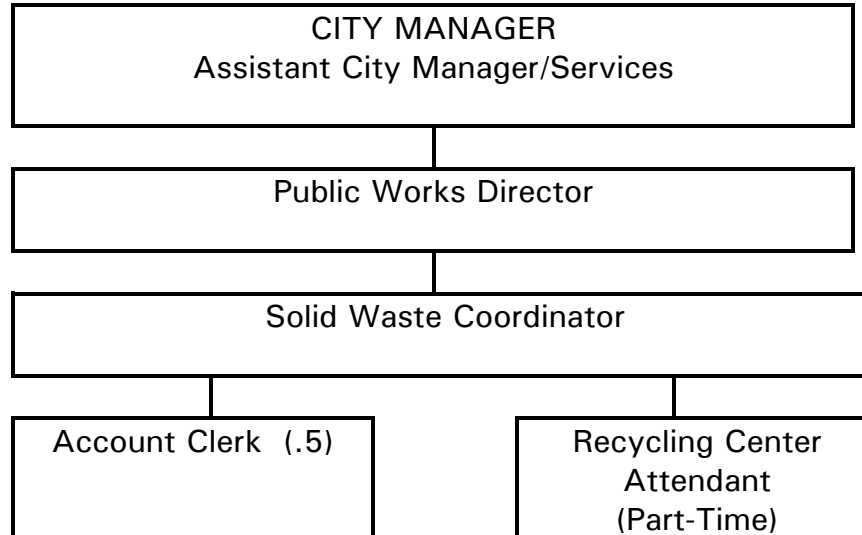


**DEPARTMENT OF PUBLIC WORKS
REFUSE AND RECYCLING DIVISION
2004/05 PERFORMANCE OBJECTIVES**

1. Visit surrounding area recycling centers and develop a more user-friendly facility at the City of Troy recycling site. (Staff Objective 3)
2. Promote recycling to help defray disposal costs. (Staff Objective 9)
3. Educate residents about compost issues through personal contact, multi-lingual brochures & articles. (Staff Objective 1)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Total refuse collected in tons	49,263.35	54,000	55,725	54,500
Refuse collected less recyclables and compost in tons	38,019.39	39,604	41,794	39,174
Compost collected in tons	6,302.81	6,500	8,359	9,984
Percent of total refuse composted	12.79%	18%	15.00%	15.00%
Recyclables collected in tons	4,941.15	4,974	5,572	5342
Percent of total refuse recycled	10.03%	9.11%	10.00%	10.50%
Newspaper recycled in tons	3,759.37	3,808	4,402	4,203
Glass recycled in tons	405.40	288	557	415
Plastic recycled in tons	207.24	206	223	212
Metal recycled in tons	291.92	354	223	320
Tin recycled in tons	194.33	212	167	192
Refuse collection costs per capita	\$49.80	\$58.13	\$61.83	\$63.37
Christmas trees chipped and composted in tons	22.7	31.6	50.0	42.0
Gallons of used oil collected at the Recycling Center	36,000	36,000	36,000	36,000

**DEPARTMENT OF PUBLIC WORKS
REFUSE AND RECYCLING DIVISION
2004/05 ORGANIZATIONAL CHART**



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Solid Waste Coordinator	1	1	1
Account Clerk *	0.5	0.5	0.5
Recycling Center Attendant (Part-Time)	1	1	1
TOTAL DEPARTMENT	2.5	2.5	2.5

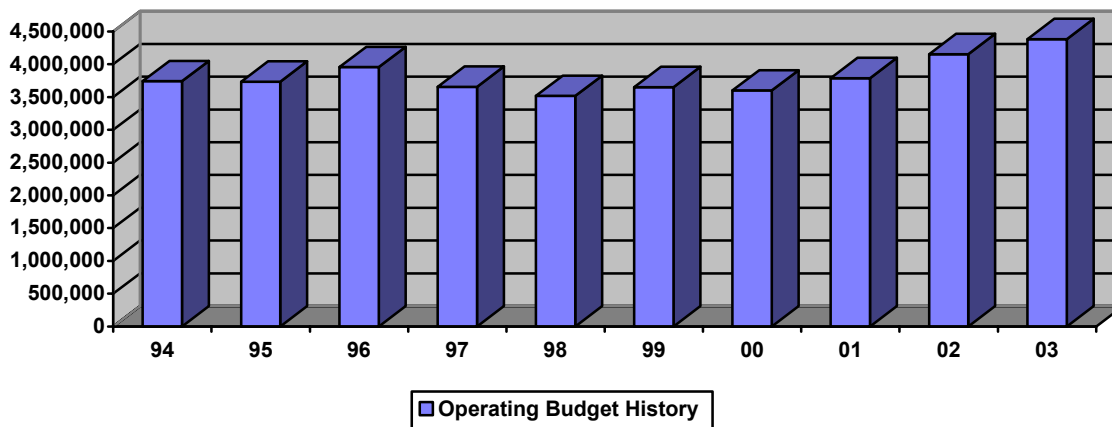
* The account clerk divides time between the Refuse and Recycling Division and the Streets Division.

**DEPARTMENT OF PUBLIC WORKS
REFUSE AND RECYCLING DIVISION
2004/05 SUMMARY OF BUDGET CHANGES**

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

The City continues to experience increases in the number of households receiving refuse, recycling, and yard waste collection services.

The trash collection contract contains an annual rate increase based on the lower of three percent (3%) or the Consumer's Price Index for the Detroit Metropolitan area.



CITY OF TROY
GENERAL DEBT SERVICE FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Taxes	\$ 3,433,896	\$ 3,497,070	\$ 3,497,070	\$ 2,390,000
Interest and Rents	349,768	180,000	152,000	170,000
Operating Transfer In	-	1,820,370	-	949,690
Other Revenue	276,554	-	-	-
REVENUE	\$ 4,060,218	\$ 5,497,440	\$ 3,649,070	\$ 3,509,690
<u>EXPENDITURES</u>				
Other Services/Charges	\$ 38,200	\$ 39,730	\$ 59,730	\$ 60,920
Debt Service	1,053,527	-	176,030	-
Operating Transfer Out	2,142,338	5,457,710	3,413,310	3,448,770
EXPENDITURES	\$ 3,234,065	\$ 5,497,440	\$ 3,649,070	\$ 3,509,690
REVENUE OVER (UNDER) EXPENDITURES	\$ 826,153	\$ -	\$ -	\$ -

CITY OF TROY
1995 MTF DEBT SERVICE FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Operating Transfer In	\$ 309,625	\$ 2,048,090	\$ 323,890	\$ -
REVENUE	\$ 309,625	\$ 2,048,090	\$ 323,890	\$ -
<u>EXPENDITURES</u>				
Debt Service	\$ 309,625	\$ 2,048,090	\$ 323,890	\$ -
EXPENDITURES	\$ 309,625	\$ 2,048,090	\$ 323,890	\$ -
REVENUE OVER(UNDER) EXPENDITURES	\$ -	\$ -	\$ -	\$ -

CITY OF TROY
2000 MTF DEBT SERVICE FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Operating Transfer In	1,465,000	228,740	228,740	247,740
REVENUE	\$ 1,465,000	\$ 228,740	\$ 228,740	\$ 247,740
<u>EXPENDITURES</u>				
Debt Service	\$ 1,464,675	\$ 228,740	\$ 228,740	\$ 247,740
EXPENDITURES	\$ 1,464,675	\$ 228,740	\$ 228,740	\$ 247,740
REVENUE OVER(UNDER) EXPENDITURES	\$ 325	\$ -	\$ -	\$ -

CITY OF TROY
PROP. A BOND DEBT SERVICE FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Operating Transfer In	\$ 697,956	\$ 763,180	\$ 763,360	\$ 776,170
REVENUE	\$ 697,956	\$ 763,180	\$ 763,360	\$ 776,170
<u>EXPENDITURES</u>				
Debt Service	\$ 697,956	\$ 763,180	\$ 763,360	\$ 776,170
EXPENDITURES	\$ 697,956	\$ 763,180	\$ 763,360	\$ 776,170
REVENUE OVER(UNDER) EXPENDITURES	\$ -	\$ -	\$ -	\$ -

CITY OF TROY
PROPOSAL B BOND DEBT SERVICE FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Operating Transfer In	\$ 268,808	\$ 1,391,380	\$ 1,391,440	\$ 1,337,280
REVENUE	\$ 268,808	\$ 1,391,380	\$ 1,391,440	\$ 1,337,280
<u>EXPENDITURES</u>				
Debt Service	\$ 268,808	\$ 1,391,380	\$ 1,391,440	\$ 1,337,280
EXPENDITURES	\$ 268,808	\$ 1,391,380	\$ 1,391,440	\$ 1,337,280
REVENUE OVER(UNDER) EXPENDITURES	\$ -	\$ -	\$ -	\$ -

CITY OF TROY
PROPOSAL C DEBT SERVICE FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Operating Transfer In	\$ 1,175,574	\$ 1,258,330	\$ 1,258,510	\$ 1,335,320
REVENUE	\$ 1,175,574	\$ 1,258,330	\$ 1,258,510	\$ 1,335,320
<u>EXPENDITURES</u>				
Debt Service	\$ 1,175,574	\$ 1,258,330	\$ 1,258,510	\$ 1,335,320
EXPENDITURES	\$ 1,175,574	\$ 1,258,330	\$ 1,258,510	\$ 1,335,320
REVENUE OVER(UNDER) EXPENDITURES	\$ -	\$ -	\$ -	\$ -

DEBT SUMMARY

DESCRIPTION OF DEBT	Funding Sources	Debt			
		Outstanding 6/30/04	Principal	Interest	Total
North Arm Relief Drain	Capital Proj. Fund	\$ 803,064	\$ 39,080	\$ 17,630	\$ 56,710
Proposal 'A' - Streets	Gen. Debt Fund	10,475,000	300,000	475,670	775,670
Proposal 'B' - Public Safety	Gen. Debt Fund	17,185,000	675,000	661,680	1,336,680
Proposal 'C' - Rec. Facilities	Gen. Debt Fund	17,070,000	550,000	784,820	1,334,820
George W. Kuhn Drain	Capital Proj. Fund	3,015,252	119,080	85,600	204,680
MTF- Rochester Rd.	TDDA	1,875,000	150,000	97,440	247,440
Refunding Bonds	TDDA	8,505,000	415,000	409,570	824,570
Development Bonds - Big Beaver	TDDA	12,540,000	590,000	603,770	1,193,770
Community Center Facilities	TDDA	13,325,000	500,000	471,300	971,300
Special Assessment Bonds	S/A	125,000	25,000	7,680	32,680
TOTAL DEBT SERVICE		\$ 84,918,316	\$ 3,363,160	\$ 3,615,160	\$ 6,978,320

Does not include debt serviced by Enterprise Funds.

CAPITAL PROJECTS FUND & TAX SUPPORTED DEBT SERVICE

DEBT SERVICE	2000/01 Actual	2001/02 Actual	2002/03 Actual	2003/04 Budget	2004/05 Budget
<u>General Debt</u>					
Henry Graham Drain	\$ 650,457	\$ 610,516	\$ -	\$ -	\$ -
Mastin Drain	111,265	104,433	-	-	-
McDonald Drain	133,594	-	-	-	-
Moxley Drain	-	-	-	-	-
Roth Drain	-	-	-	-	-
King Drain	144,175	139,870	1,053,527	175,630	-
Lanni Drain	102,062	-	-	-	-
Proposal 'A' - Streets	-	386,363	697,544	762,760	775,670
Proposal 'B' - Public Safety	-	208,171	268,395	1,390,840	1,336,680
Proposal 'C' - Rec. Facilities	-	736,918	1,175,161	1,257,910	1,334,820
TOTAL GENERAL DEBT	\$ 1,141,553	\$ 2,186,271	\$ 3,194,627	\$ 3,587,140	\$ 3,447,170
<u>Capital Projects</u>					
Building Auth. - Comm. Center	\$ 102,950	\$ -	\$ -	\$ -	\$ -
1987 Street, Storm Sewer & Sidewalk Bonds	276,250	258,750	-	-	-
OTHS - Troy School District Land Contract	195,841	280,193	-	-	-
George W. Kuhn Drain	-	24,821	110,005	109,710	204,680
North Arm Relief Drain	-	-	-	-	56,710
TOTAL CAPITAL PROJECTS DEBT	\$ 575,041	\$ 563,764	\$ 110,005	\$ 109,710	\$ 261,390

SCHEDULE OF PRINCIPAL & INTEREST GENERAL DEBT FUND

FISCAL YEAR	PROP. 'A' STREETS	PROP. 'B' PUB. SAFETY	PROP. 'C' REC. FAC.	TOTAL
2004-05	\$ 775,670	\$ 1,336,680	\$ 1,334,820	\$ 3,447,170
2005-06	788,134	1,316,113	1,407,570	3,511,817
2006-07	800,415	1,393,144	1,428,695	3,622,254
2007-08	835,728	1,382,626	1,423,702	3,642,056
2008-09	868,104	1,463,826	1,466,653	3,798,583
2009-10	849,128	1,479,482	1,456,721	3,785,331
2010-11	903,178	1,544,661	1,494,121	3,941,960
2011-12	904,878	1,508,851	1,479,021	3,892,750
2012-13	954,178	1,475,025	1,560,121	3,989,324
2013-14	950,653	1,444,968	1,537,013	3,932,634
2014-15	1,018,403	1,402,733	1,560,504	3,981,640
2015-16	983,135	1,467,180	1,506,129	3,956,444
2016-17	971,554	1,427,983	1,518,814	3,918,351
2017-18	958,092	1,284,135	1,512,198	3,754,425
2018-19	991,652	1,334,197	1,472,924	3,798,773
2019-20	972,544	1,281,275	1,480,649	3,734,468
2020-21	1,025,100	1,237,362	1,435,438	3,697,900
TOTAL	\$ 15,550,546	\$ 23,780,241	\$ 25,075,093	\$ 64,405,880

CAPITAL PROJECTS & SPECIAL ASSESSMENT FUNDS

FISCAL YEAR	GEORGE W. KUHN DRAIN	1986 SPECIAL ASS'MT.	NORTH ARM RELIEF DRAIN
2004-05	\$ 204,680	\$ 32,675	\$ 56,710
2005-06	203,986	55,125	56,820
2006-07	203,998	51,712	56,910
2007-08	203,885	-	56,970
2008-09	203,652	-	57,020
2009-10	203,575	-	57,040
2010-11	203,524	-	57,040
2011-12	203,237	-	57,010
2012-13	203,604	-	56,970
2013-14	203,436	-	56,900
2014-15	203,006	-	57,140
2015-16	203,339	-	56,680
2016-17	203,376	-	56,880
2017-18	203,373	-	56,710
2018-19	202,700	-	56,850
2019-20	202,662	-	56,960
2020-21	202,458	-	55,550
2021-22	202,856	-	-
2022-23	160,226	-	-
2023-24	159,956	-	-
2024-25	19,382	-	-
TOTAL	\$ 4,000,911	\$ 139,512	\$ 966,160

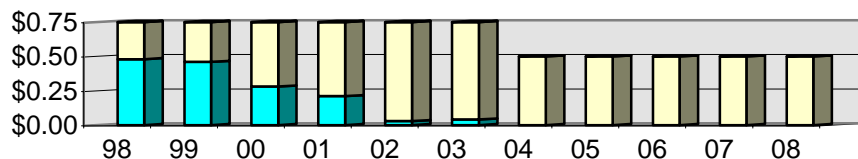
ENTERPRISE FUNDS

FISCAL YEAR	MBA GOLF COURSE
2004-05	\$ 557,770
2005-06	754,520
2006-07	747,870
2007-08	839,032
2008-09	827,895
2009-10	816,195
2010-11	901,945
2011-12	885,446
2012-13	868,597
2013-14	851,247
2014-15	881,248
2015-16	908,998
2016-17	886,748
2017-18	864,248
2018-19	939,123
2019-20	910,999
2020-21	882,124
2021-22	852,500
2022-23	920,000
2023-24	885,000
2024-25	947,500
2025-26	907,500
2026-27	916,250
2027-28	922,500
TOTAL	\$ 20,675,255

SCHEDULE OF PRINCIPAL AND INTEREST ALL FUNDS

FISCAL YEAR	GENERAL DEBT FUND	CAPITAL PROJECTS FUND	SPECIAL ASS'MT FUND	TDDA	MBA GOLF COURSE FUND	TOTAL
2004-05	\$ 3,447,170	\$ 261,390	\$ 32,675	\$ 3,237,080	\$ 557,770	\$ 7,536,085
2005-06	3,511,817	260,806	55,125	3,265,805	754,520	7,848,073
2006-07	3,622,254	260,908	51,712	3,277,049	747,870	7,959,793
2007-08	3,642,056	260,855	-	3,279,486	839,032	8,021,429
2008-09	3,798,583	260,672	-	3,331,724	827,895	8,218,874
2009-10	3,785,331	260,615	-	3,371,753	816,195	8,233,894
2010-11	3,941,960	260,564	-	3,365,272	901,945	8,469,741
2011-12	3,892,750	260,247	-	3,441,192	885,446	8,479,635
2012-13	3,989,324	260,574	-	3,504,613	868,597	8,623,108
2013-14	3,932,634	260,336	-	3,526,618	851,247	8,570,835
2014-15	3,981,640	260,146	-	3,298,950	881,248	8,421,984
2015-16	3,956,444	260,019	-	3,330,812	908,998	8,456,273
2016-17	3,918,351	260,256	-	3,381,637	886,748	8,446,992
2017-18	3,754,425	260,083	-	3,406,600	864,248	8,285,356
2018-19	3,798,773	259,550	-	3,393,450	939,123	8,390,896
2019-20	3,734,468	259,622	-	-	910,999	4,905,089
2020-21	3,697,900	258,008	-	-	882,124	4,838,032
2021-22	-	202,856	-	-	852,500	1,055,356
2022-23	-	160,226	-	-	920,000	1,080,226
2023-24	-	159,956	-	-	885,000	1,044,956
2024-25	-	19,382	-	-	947,500	966,882
2025-26	-	-	-	-	907,500	907,500
2026-27	-	-	-	-	916,250	916,250
2027-28	-	-	-	-	922,500	922,500
TOTAL	\$ 64,405,880	\$ 4,967,071	\$ 139,512	\$ 50,412,041	\$ 20,675,255	\$ 140,599,759

PROJECTED MILLAGE RATE REQUIREMENTS GENERAL DEBT FUND



Based on a 2.5% annual increase in taxable value.

Upper portion of bars represent debt requirement as a result of Bond Issue Proposals A, B and C.

FUND STATEMENT

CAPITAL PROJECTS FUND:

The City of Troy uses a Capital Projects Fund to account for the development, improvement, repair of Capital facilities, and the purchase of Capital vehicles and equipment not financed by other funds. The receipt and disbursement of resources to be utilized for the construction or acquisition of Capital facilities, and the performance of activities financed by governmental funds is accounted for by Capital funds. Receipts for such purposes arise from Capital operating millage, the sale of general obligation bonds, grants from other governmental units, transfers from other funds, or gifts from individuals or organizations.

The reason for creating a fund to account for Capital projects, vehicles and equipment is to provide a formal mechanism that enables administrators to ensure that revenues dedicated to a certain purpose are used for that purpose and no other. This fund enables administrators to report to creditors and other grantors of Capital projects fund resources that their requirements regarding the use of the resources were met.

As with all governmental funds, the Capital Projects Fund concentrates on inflows and outflows of available, spendable resources. Therefore, the Capital Projects Fund uses the modified accrual basis of accounting. The Capital Projects Fund has the authority to continue expenditures within prescribed limits until a project is completed.

Capital for funding in fiscal year 2004/05 totals \$28.4 million.

The following is a breakdown of the planned Capital projects:

\$4.0 million for Land Improvements:

- \$0.4 million for Nature Center exhibits
- \$.9 million for park development
- \$2.0 million for subdivision improvements; replacement of diseased Ash trees

\$1.3 million for Buildings and Improvements:

- \$0.2 million for Public Works repairs
- \$0.2 million for Museum projects
- \$0.5 million for City Hall renovation and repairs

\$1.9 million for Equipment:

- \$0.5 million for Community Center emergency generator and fitness equipment
- \$0.8 million for computer equipment and software
- \$0.3 million for Police communications

\$.4 million for Apparatus Replacement:

- \$.4 million - Fire Department replacement program

\$18.0 million for Public Works construction:

- \$1.3 million - drain improvements
- \$12.7 million - Major roads construction and improvements
- \$2.8 million - Local roads construction and improvements
- \$1.1 million - sidewalks construction
- \$.2 million - Traffic signals

CITY OF TROY
CAPITAL FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Taxes	\$ 7,417,214	\$ 7,594,000	\$ 7,594,000	\$ 8,938,000
Federal Grants	78,805	-	-	-
State Grants	3,330,005	766,100	7,454,250	4,267,750
Contributions - Local	2,827,112	79,050	79,050	-
Charges for Service	168,206	134,000	160,000	140,000
Interest and Rents	454,612	335,100	400,000	325,000
Other Revenue	287,882	117,460	-	-
Bond Proceeds	12,000,000	-	-	-
Operating Transfer In	35,050,522	14,608,910	24,869,520	14,738,780
REVENUE	\$ 61,614,358	\$23,634,620	\$ 40,556,820	\$ 28,409,530
<u>EXPENDITURES</u>				
<u>PURCHASING</u>				
Capital Outlay	\$ -	\$ 20,000	\$ 20,000	\$ -
<u>TREASURER</u>				
Capital Outlay	-	5,000	9,700	5,000
<u>INFORMATION TECHNOLOGY</u>				
Capital Outlay	152,996	511,890	1,638,935	806,020
<u>CITY HALL</u>				
Capital Outlay	222,101	460,000	978,990	470,000
Operating Transfer Out	-	1,408,000	1,408,000	3,100,000
<u>CATV - COMMUNITY AFFAIRS</u>				
Capital Outlay	20,805	70,000	139,200	50,000
<u>DISTRICT COURT</u>				
Capital Outlay	-	10,000	120,000	144,000
<u>POLICE ADMINISTRATION</u>				
Capital Outlay	15,615	1,358,000	1,358,000	146,480
<u>POLICE UNIFORM PATROL</u>				
Capital Outlay	151,411	63,800	87,400	88,900
<u>POLICE COMMUNICATIONS</u>				
Capital Outlay	140,661	162,300	357,910	251,740
<u>FIRE VEHICLES</u>				
Capital Outlay	427,186	380,000	380,000	400,000
<u>FIRE BUILDINGS & REPAIR</u>				
Capital Outlay	24,545	1,056,860	1,056,860	47,500

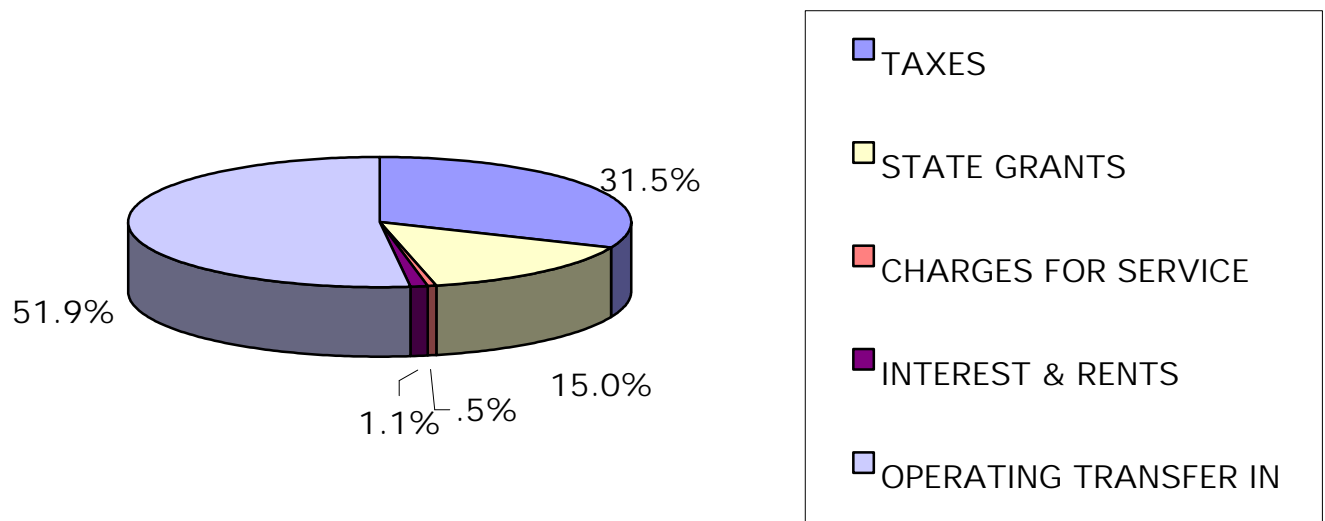
CITY OF TROY
CAPITAL FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
BUILDING INSPECTION				
Capital Outlay	\$ 20,871	\$ 20,000	\$ 76,220	\$ 20,000
GENERAL ENGINEERING				
Capital Outlay	18,835	47,160	47,160	17,000
STREET LIGHTING				
Capital Outlay	478	20,000	20,000	20,000
PUBLIC WORKS ADMINISTRATION				
Capital Outlay	265,420	225,000	486,780	383,000
MAJOR ROADS				
Capital Outlay	12,918,147	5,495,130	17,668,790	12,664,000
LOCAL ROADS				
Capital Outlay	774,651	1,777,100	3,765,950	2,765,000
SIDEWALKS				
Capital Outlay	715,911	744,110	1,289,840	1,100,000
DRAINS				
Capital Outlay	340,693	995,260	1,808,910	1,251,000
Debt Service	70,681	109,810	109,810	261,890
DRAINS	\$ 411,374	\$ 1,105,070	\$ 1,918,720	\$ 1,512,890
TRAFFIC SIGNALS				
Capital Outlay	204,713	200,000	225,290	200,000
RECYCLING				
Capital Outlay	-	-	20,000	-
PARKS & RECREATION				
SECTION 1 DEVELOPMENT				
Other Services/Charges	150,865	4,020	-	-
Capital Outlay	9,298,092	2,300,000	3,624,425	-
SECTION 1 DEVELOPMENT	\$ 9,448,957	\$ 2,304,020	\$ 3,624,425	\$ -
PARKS & RECREATION ADMINISTRATION				
Capital Outlay	161,636	160,000	233,380	475,000

**CITY OF TROY
CAPITAL FUND
REVENUE AND EXPENDITURES**

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
COMMUNITY CENTER Capital Outlay	\$ 37,800	\$ 25,000	\$ 25,000	\$ 556,000
MUNICIPAL GROUNDS Capital Outlay	52,237	162,000	229,760	90,000
PARK DEVELOPMENT Capital Outlay	786,269	294,500	1,019,330	850,000
SUBDIVISION IMPROVEMENTS Capital Outlay	-	-	-	2,000,000
LIBRARY Capital Outlay	249,018	520,010	595,010	-
MUSEUM Capital Outlay	244,196	1,616,400	1,756,170	247,000
EXPENDITURES	\$ 27,465,833	\$20,221,350	\$ 40,556,820	\$ 28,409,530
REVENUE OVER(UNDER) EXPEND.	\$ 34,148,525	\$ 3,413,270	\$ -	\$ -

CAPITAL FUND REVENUE



**CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND
DEPARTMENT SUMMARY**

DESCRIPTION		2002 Actual	2003 Projected	2003 Budget	2004 Budget
00401 CAPITAL FUND					
BIN	Building Inspection				
	401371 BUILDING INSPECTION				
	7975 Buildings & Improvements	\$ 16,658	\$ 10,000	\$ 20,000	\$ 20,000
	7980 Equipment-Office	4,212	10,000	56,220	-
	BIN BUILDING INSPECTION	\$ 20,870	\$ 20,000	\$ 76,220	\$ 20,000
DRA	Drains				
	401516 DRAINS				
	7989 Public Works Construction	340,693	995,260	1,808,910	1,251,000
	7991 Principal	23,022	23,410	23,410	158,160
	7995 Interest	47,645	86,300	86,300	103,230
	7998 Other Fees	14	100	100	500
	DRA DRAINS	\$ 411,374	\$ 1,105,070	\$ 1,918,720	\$ 1,512,890
ENG	Engineering				
	401444 GENERAL ENGINEERING				
	7975 Buildings & Improvements	\$ 10,358	\$ 37,640	\$ 37,640	\$ 10,000
	7978 Equipment-General	8,477	9,520	9,520	7,000
	ENG ENGINEERING	\$ 18,835	\$ 47,160	\$ 47,160	\$ 17,000
FIN	Finance				
	401233 PURCHASING				
	7980 Equipment-Office	\$ -	\$ 20,000	\$ 20,000	\$ -
	401253 TREASURER				
	7980 Equipment-Office	-	5,000	9,700	5,000
	401267 CATV - MUNICIPAL CHANNEL				
	7978 Equipment-General	20,805	50,000	79,200	40,000
	7980 Equipment-Office	-	20,000	60,000	10,000
	FIN FINANCE	\$ 20,805	\$ 95,000	\$ 168,900	\$ 55,000
FIR	Fire				
	401338 FIRE VEHICLES				
	7984 Apparatus Replacement	\$ 427,186	\$ 380,000	\$ 380,000	\$ 400,000
	401344 FIRE BUILDINGS & REPAIRS				
	7975 Buildings & Improvements	24,545	1,056,860	1,056,860	47,500
	FIR FIRE	\$ 451,731	\$ 1,436,860	\$ 1,436,860	\$ 447,500

**CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND
DEPARTMENT SUMMARY**

DESCRIPTION		2002 Actual	2003 Projected	2003 Budget	2004 Budget
00401 CAPITAL FUND					
IT	Information Technology				
	401258 INFORMATION TECHNOLOGY				
	7980 Equipment-Office	\$ 152,996	\$ 511,890	\$ 1,638,935	\$ 806,020
	IT INFORMATION TECHNOLOGY	\$ 152,996	\$ 511,890	\$ 1,638,935	\$ 806,020
LIB	Library				
	401790 LIBRARY				
	7975 Buildings & Improvements	\$ 167,216	\$ 379,000	\$ 454,000	\$ -
	7980 Equipment-Office	81,803	141,010	141,010	-
	LIB LIBRARY	\$ 249,019	\$ 520,010	\$ 595,010	\$ -
MUS	Museum				
	401804 MUSEUM				
	7974 Land Improvements	\$ 178,500	\$ 1,235,050	\$ 1,235,050	\$ 5,000
	7975 Buildings & Improvements	62,256	369,550	509,550	227,000
	7978 Equipment-General	3,440	11,800	11,570	15,000
	MUS MUSEUM	\$ 244,196	\$ 1,616,400	\$ 1,756,170	\$ 247,000
OGG	Other General Government				
	401265 CITY HALL				
	7975 Buildings & Improvements	\$ 222,101	\$ 460,000	\$ 978,990	\$ 450,000
	7978 Equipment-General	-	-	-	20,000
	8999 Operating Transfer Out	-	1,408,000	1,408,000	3,100,000
	401265 CITY HALL	\$ 222,101	\$ 1,868,000	\$ 2,386,990	\$ 3,570,000
	401268 DISTRICT COURT				
	7975 Buildings & Improvements	\$ -	\$ 10,000	\$ 120,000	\$ 144,000
	401532 RECYCLING				
	7978 Equipment-General	-	-	20,000	-
	OGG OTHER GENERAL GOVERNMENT	\$ 222,101	\$ 1,878,000	\$ 2,526,990	\$ 3,714,000

**CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND
DEPARTMENT SUMMARY**

DESCRIPTION		2002 Actual	2003 Projected	2003 Budget	2004 Budget
00401 CAPITAL FUND					
POL	Police				
	401305 POLICE ADMINISTRATION				
	7975 Buildings & Improvements	\$ -	\$ 1,310,000	\$ 1,310,000	\$ 27,000
	7978 Equipment-General	15,615	48,000	48,000	119,480
	401305 POLICE ADMINISTRATION	\$ 15,615	\$ 1,358,000	\$ 1,358,000	\$ 146,480
	401315 POLICE UNIFORM PATROL				
	7978 Equipment-General	\$ 132,611	\$ 63,800	\$ 71,200	\$ 88,900
	7979 Equipment-Vehicle	18,800	-	16,200	-
	401315 POLICE UNIFORM PATROL	\$ 151,411	\$ 63,800	\$ 87,400	\$ 88,900
	401325 POLICE COMMUNICATIONS				
	7980 Equipment-Office	\$ 140,661	\$ 162,300	\$ 357,910	\$ 251,740
	401325 POLICE COMMUNICATIONS	\$ 140,661	\$ 162,300	\$ 357,910	\$ 251,740
	POL POLICE	\$ 307,687	\$ 1,584,100	\$ 1,803,310	\$ 487,120
REC	Parks and Recreation				
	401583 SECTION 1 DEVELOPMENT				
	7816 Consultant Services	\$ 150,865	\$ 4,020	\$ -	\$ -
	7971 Land	6,746	-	-	-
	7974 Land Improvements	9,291,346	2,300,000	3,624,425	-
	401583 SECTION 1 DEVELOPMENT	\$ 9,448,957	\$ 2,304,020	\$ 3,624,425	\$ -
	401752 PARKS & REC ADMINISTRATION				
	7974 Land Improvements	\$ 96,327	\$ 150,000	\$ 212,290	\$ 455,000
	7975 Buildings & Improvements	1,393	-	-	-
	7978 Equipment-General	63,916	10,000	21,090	20,000
	401752 PARKS & REC ADMINISTRATION	\$ 161,636	\$ 160,000	\$ 233,380	\$ 475,000
	401755 COMMUNITY CENTER				
	7974 Land Improvements	\$ -	\$ -	\$ -	\$ 10,000
	7975 Buildings & Improvements	-	-	-	64,000
	7978 Equipment-General	37,800	25,000	25,000	482,000
	401755 COMMUNITY CENTER	\$ 37,800	\$ 25,000	\$ 25,000	\$ 556,000
	401756 MUNICIPAL GROUNDS				
	7974 Land Improvements	\$ 52,237	\$ 147,000	\$ 214,760	\$ 80,000
	7978 Equipment-General	-	15,000	15,000	10,000
	401756 MUNICIPAL GROUNDS	\$ 52,237	\$ 162,000	\$ 229,760	\$ 90,000
	401770 PARK DEVELOPMENT				
	7974 Land Improvements	\$ 786,269	\$ 294,500	\$ 1,019,330	\$ 850,000
	401770 PARK DEVELOPMENT	\$ 786,269	\$ 294,500	\$ 1,019,330	\$ 850,000
	401780 SUBDIVISION IMPROVEMENTS				
	7974 Land Improvements	\$ -	\$ -	\$ -	\$ 2,000,000
	401780 SUBDIVISION IMPROVEMENTS	\$ -	\$ -	\$ -	\$ 2,000,000
	REC PARKS AND RECREATION	\$10,486,899	\$ 2,945,520	\$ 5,131,895	\$ 3,971,000

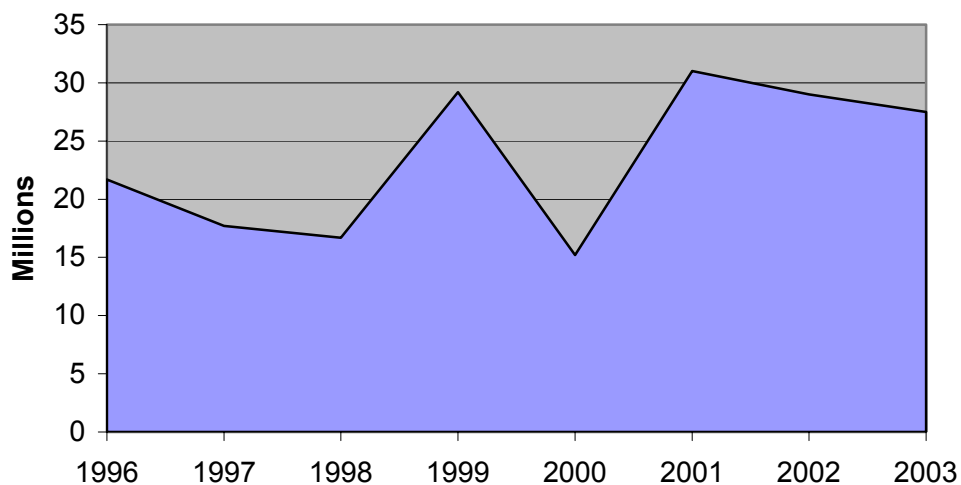
**CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND
DEPARTMENT SUMMARY**

DESCRIPTION		2002 Actual	2003 Projected	2003 Budget	2004 Budget
00401 CAPITAL FUND					
STS Streets					
401448 STREET LIGHTING					
7978 Equipment-General		\$ 478	\$ 20,000	\$ 20,000	\$ 20,000
401448 STREET LIGHTING		\$ 478	\$ 20,000	\$ 20,000	\$ 20,000
401464 PUBLIC WORKS ADMINISTRATION					
7974 Land Improvements		\$ 102,858	\$ 75,000	\$ 98,160	\$ 135,000
7975 Buildings & Improvements		55,852	100,000	297,110	248,000
7978 Equipment-General		106,710	50,000	91,510	-
401464 PUBLIC WORKS ADMINISTRATION		\$ 265,420	\$ 225,000	\$ 486,780	\$ 383,000
401479 MAJOR ROADS					
7989 Public Works Construction		\$12,918,147	\$ 5,495,130	\$17,668,790	\$12,664,000
401479 MAJOR ROADS		\$12,918,147	\$ 5,495,130	\$17,668,790	\$12,664,000
401499 LOCAL ROADS					
7989 Public Works Construction		\$ 774,651	\$ 1,777,100	\$ 3,765,950	\$ 2,765,000
401499 LOCAL ROADS		\$ 774,651	\$ 1,777,100	\$ 3,765,950	\$ 2,765,000
401513 SIDEWALKS					
7989 Public Works Construction		\$ 715,911	\$ 744,110	\$ 1,289,840	\$ 1,100,000
401513 SIDEWALKS		\$ 715,911	\$ 744,110	\$ 1,289,840	\$ 1,100,000
401520 TRAFFIC SIGNALS					
7989 Public Works Construction		\$ 204,713	\$ 200,000	\$ 225,290	\$ 200,000
401520 TRAFFIC SIGNALS		\$ 204,713	\$ 200,000	\$ 225,290	\$ 200,000
STS STREETS		\$14,879,320	\$ 8,461,340	\$23,456,650	\$17,132,000
00401 CAPITAL FUND		\$27,465,833	\$20,221,350	\$40,556,820	\$28,409,530

SUMMARY OF FUTURE PROJECTS

<u>CATEGORY</u>	<u>ESTIMATED COST</u>
Major Roads	\$353,740,000
Local Roads	4,700,000
Municipal Parking Lots	450,000
Water Distribution System	11,450,000
Storm Drains	33,257,000
Sanitary Sewer System	15,300,000
Sidewalk Trail Systems	39,200,000
Parks and Recreation Master Plan	<u>5,000,000</u>
Total:	\$463,097,000

**CAPITAL PROJECT FUND
EXPENDITURE HISTORY**



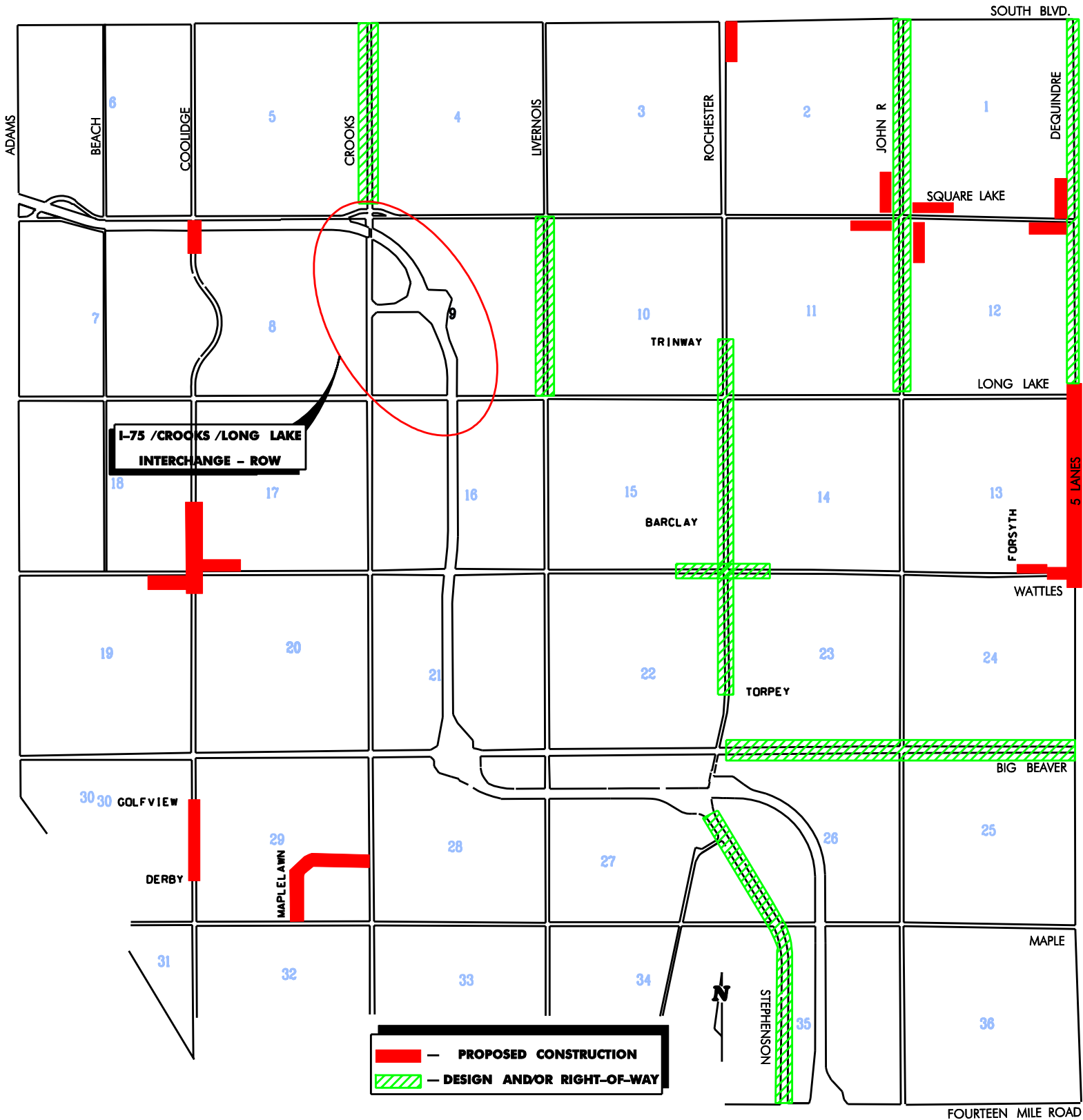
MAJOR ROADS 2004/05 BUDGET														
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
NO.	PROJ. NO.	PROJECT NAME	TOTAL PROJ. COST	EST. CITY CAP. COST	OTHER SOURCES	03/04 AMENDED BUDGET	03/04 EXPEND. to 12/31/03	03/04 EXPEND. to 6/30/04	03/04 BALANCE AT 6/30/04	03/04 RE-APPRO. 04/05	NEW APPROPR. 04/05	PROPOSED 04/05 BUDGET	FUTURE YEARS	COMMENTS OR FOOTNOTES
1	00.105.5	WB Maple RTL Extension at Coolidge	102,000	51,000	51,000	5,000	11,599	20,000	(15,000)	0	10,000	10,000		CMAQ-\$51k
2	00.106.5	Coolidge LT Storage Under I-75	125,000	84,000	41,000	60,000	0	5,000	55,000	55,000	29,000	84,000		CMAQ-\$41k
3	00.107.5	Crooks, Extend LT Storage EB @ Kirts & TS	200,000	92,000	108,000	0	0	10,000	(10,000)	0	0	0		CMAQ-\$61k
4	00.108.5	Wattles RTL at Forsyth	182,000	91,000	91,000	64,000	0	4,000	60,000	60,000	31,000	91,000		CMAQ-\$91k
5	00.109.5	Wattles EB&WB RTL at Coolidge	276,000	138,000	138,000	100,000	0	20,000	80,000	80,000	50,000	130,000		CMAQ-\$138k; \$16k ROW-Apr.05
6	01.102.5	Square Lake @ Rochester	200,000	200,000	0	0	0	0	0	0	0	0	200,000	NB & SB RTL's
7	01.103.5	Rochester @ South Blvd.	125,000	75,000	50,000	250,000	570	30,000	220,000	220,000	0	220,000		CMAQ-\$50k; \$25k Grading Esmt.
8	01.104.5	Coolidge @ South Blvd.	150,000	150,000	0	0	0	0	0	0	0	0	150,000	NB RTL
9	01.105.5	Big Beaver, Rochester to Dequindre	120,000	32,000	88,000	120,000	0	20,000	100,000	100,000	0	100,000		P.E.; \$88k "02-STP"; \$88k FF 04-05
	01.105.5	Big Beaver, Rochester to Dequindre	4,200,000	840,000	3,360,000	3,000,000	0	0	3,000,000	3,000,000	1,200,000	4,200,000		R.O.W.; \$3,360k "02-C"; \$3,360k FF 04-05
10	01.106.5	Wattles, East & West of Rochester	110,000	46,000	64,000	15,000	0	2,000	13,000	13,000	2,000	15,000		P.E.; \$64k "01-STP"; \$12k FF 04-05
11	02.105.5	TDM Program - Phase I	65,000	16,250	48,750	60,000	0	0	60,000	60,000	0	60,000		CMAQ-\$48.75k; 48.75k FF 04-05
12	02.106.5	NB Rochester RTL at South Blvd.	0	0	0	0	20,828	20,830	(20,830)	0	0	0		Charges in Account # 01.103.5
13	02.201.5	Stephenson, 14 Mile to I75	230,000	110,500	119,500	40,000	14,124	30,000	10,000	10,000	0	10,000		P.E. Only; \$119.5k "02-STP"; \$24k FF 6/30; \$8k FF 03-04
	02.201.5	Stephenson, 14 Mile to I75	4,000,000	800,000	3,200,000	0	0	0	0	0	500,000	500,000		Maintenance Repairs
14	02.202.5	Dequindre, Long Lake to Auburn	1,250,000	42,500	1,207,500	7,000	0	0	7,000	7,000	7,000	14,000		PE; \$440k "02-C" RCOG/MCRC/SHI.\$82.5k/TP\$14,167
15	02.203.5	John R, Long Lake to Square Lake	375,000	228,500	146,500	125,000	127,717	175,000	(50,000)	0	50,000	50,000		P.E. Only; \$146.5k "02-C"; \$140k FF 6/30
	02.203.5	John R, Long Lake to Square Lake	500,000	100,000	400,000	500,000	0	0	500,000	100,000	0	100,000		ROW; \$400k "03-C"; \$80k FF 04-05
16	02.204.5	John R, Square Lake to South Blvd.	330,000	183,500	146,500	110,000	115,599	150,000	(40,000)	0	10,000	10,000		P.E. Only; \$146.5k "02-C"; \$120k FF 6/30

MAJOR ROADS 2004/05 BUDGET

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
NO.	PROJ. NO.	PROJECT NAME	TOTAL PROJ. COST	EST. CITY CAP. COST	OTHER SOURCES	03/04 AMENDED BUDGET	03/04 EXPEND. to 12/31/03	03/04 EXPEND. to 6/30/04	03/04 BALANCE AT 6/30/04	03/04 RE-APPRO. 04/05	NEW APPROPR. 04/05	PROPOSED 04/05 BUDGET	FUTURE YEARS	COMMENTS OR FOOTNOTES
17	02.205.5	Livernois, Long Lake to Square Lake	335,000	115,500	219,500	115,000	52,986	100,000	15,000	15,000	25,000	40,000		P.E. Only; \$219.5k "02-C"; \$80k FF 6/30; \$32k FF 04-05
18	02.206.5	Rochester, Barclay to Trinway	575,000	115,000	460,000	275,000	6,585	100,000	175,000	175,000	0	175,000		P.E. Only; \$460k "02-C"; \$80k FF 6/30; \$140k FF 04-05
19	02.110.6	I75, 13 Mile to M-59	2,343,700	29,300	2,314,400	29,300	16,460	25,300	4,000	4,000	0	4,000		Mill & Resurface
20	DPW	Crack Sealing Program	200,000	200,000	0	75,000	0	75,000	0	0	200,000	200,000		By D.P.W.
21	DPW	Slab Replacement - Major Roads	600,000	600,000	0	200,000	168,095	200,000	0	0	750,000	750,000		By D.P.W.
22	DPW	Industrial Road Maintenance	800,000	800,000	0	0	0	0	0	0	0	0	800,000	By D.P.W.
23		Major Road Construction	3,314,490	3,314,490	0	3,314,490	0	0	3,314,490	0	0	0		Contingency
24	89.206.5	Rochester, I-75 to Torpey	13,350,000	2,670,000	10,680,000	0	(3,852)	335,000	(335,000)	0	0	0		Fed. Demo. Grant \$4,500 K; DDA/Adv.Const./Bond
25	90.903.1	Maplelawn, Crooks to Maple	200,000	200,000	0	100,000	83,676	85,000	15,000	0	0	0		PE Only
	90.903.1	Maplelawn, Crooks to Maple	3,500,000	3,500,000	0	2,250,000	0	1,500,000	750,000	750,000	1,000,000	1,750,000		CONST
26	92.102.5	John R & 14 Mile Landscaping	960,000	534,840	425,160	0	0	10,000	(10,000)	0	0	0		\$247,544 Fed;\$44,166 Mad. Hts;\$133,452 Tri-Party
27	92.202.5	Maple Road, Coolidge to Eton	2,500,000	183,640	2,324,360	0	24,252	100,000	(100,000)	0	25,000	25,000		CON:\$908k "03-STP";\$1,092k"04-STP"
28	92.203.5	Long Lake,Carnaby to John R. (BOND)	4,675,000	935,000	3,740,000	240,000	229,387	250,000	(10,000)	0	50,000	50,000		CON \$3,740k"02-STP";\$200k FF 6/30; \$40k FF 04-05
29	93.207.6	Big Beav, I-75 to Liv. & Adams-Cool.	7,748,000	450,000	7,298,000	0	45,193	100,000	(100,000)	0	200,000	200,000		CONST: \$4,920k "01-C";\$50k Landsc&Irrigation
30	94.108.6	Crooks, Square Lake to Auburn (BOND)	570,000	28,500	541,500	33,000	4,315	33,000	0	0	20,000	20,000		PE Only
	94.108.6	Crooks, Square Lake to Auburn (BOND)	800,000	80,000	720,000	750,000	40,000	75,000	675,000	25,000	0	25,000		ROW Only
	94.108.6	Crooks, Square Lake to Auburn (BOND)	11,990,000	900,000	11,090,000	0	0	0	0	0	150,000	150,000	150,000	CONST:\$9,740k "03-C"; Tri Party = \$900k/3=\$300k share
31	94.203.5	Long Lake, John R. to Dequindre (BOND)	6,500,000	1,200,000	5,300,000	2,706,000	260,788	500,000	2,206,000	206,000	0	206,000		CON:\$5,300k"03-STP";\$400k FF 6/30;\$160k FF 04-05
32	94.204.5	Coolidge - Wattles Intersection	750,000	750,000	0	750,000	0	25,000	725,000	725,000	0	725,000		Intersection Realignment with CMAQ project-Apr.05
33	95.201.5	Livernois, Wattles to Long Lake (BOND)	6,732,900	5,534,380	1,198,520	200,000	284,284	285,000	(85,000)	0	0	0		CONST;

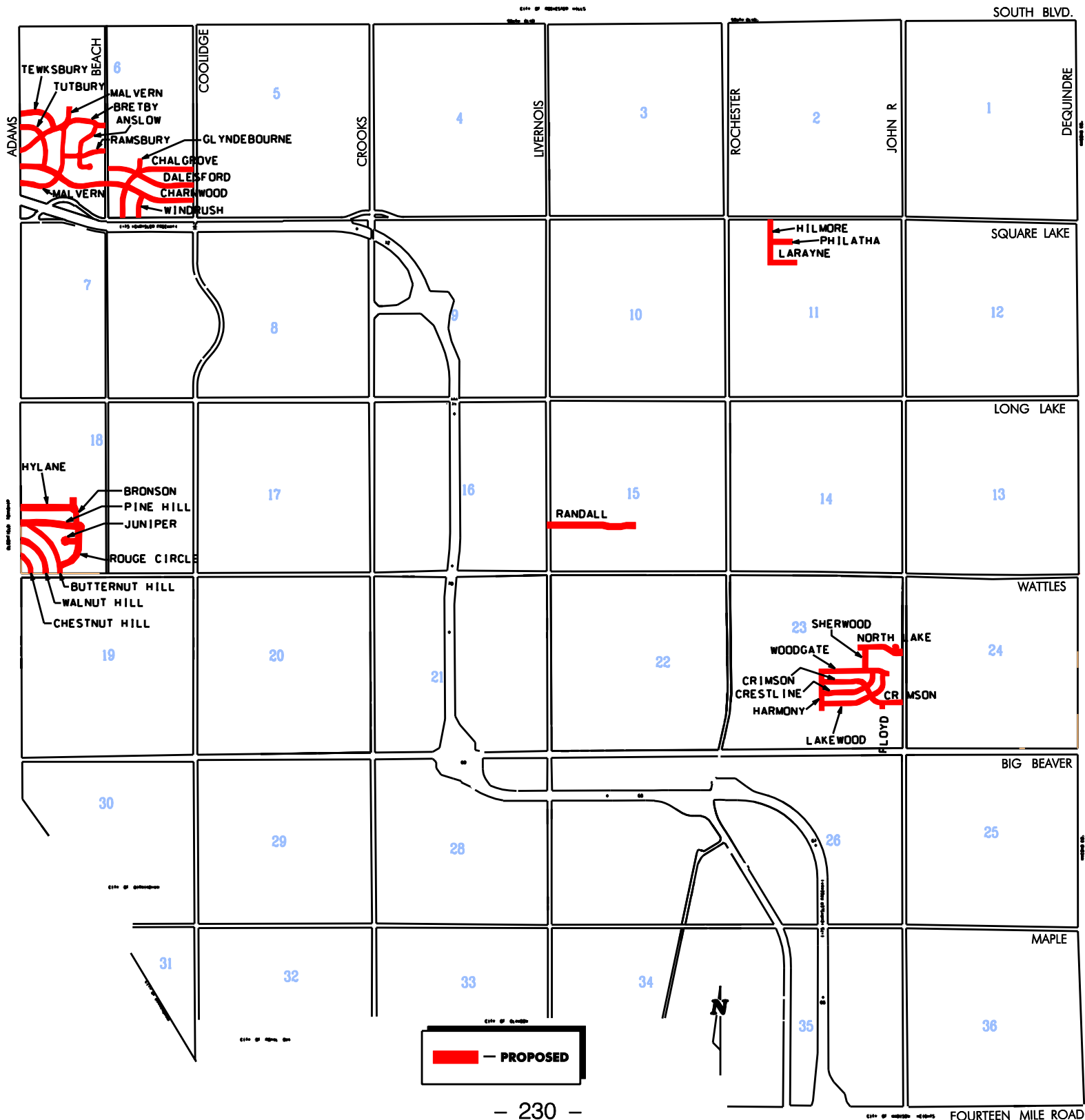
MAJOR ROADS 2004/05 BUDGET														
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
NO.	PROJ. NO.	PROJECT NAME	TOTAL PROJ. COST	EST. CITY CAP. COST	OTHER SOURCES	03/04 AMENDED BUDGET	03/04 EXPEND. to 12/31/03	03/04 EXPEND. to 6/30/04	03/04 BALANCE AT 6/30/04	03/04 RE-APPRO. 04/05	NEW APPROP. 04/05	PROPOSED 04/05 BUDGET	FUTURE YEARS	COMMENTS OR FOOTNOTES
34	96.101.5	Coolidge, Long Lake to Square Lake	800,000	800,000	0	0	0	0	0	0	0	0	800,000	Overlay
35	96.102.5	Coolidge, Lexington to Wattles	550,000	550,000	0	0	0	0	0	0	0	0	550,000	Overlay
36	97.108.5	Wattles, Crooks to Livernois	250,000	250,000	0	0	0	0	0	0	0	0	250,000	Overlay
37	97.109.5	Wattles, Rochester to John R.	250,000	250,000	0	0	0	0	0	0	0	0	250,000	Overlay
38	99.102.5	Coolidge, Derby to Golfview	250,000	250,000	0	0	0	0	0	0	250,000	250,000		Overlay
39	99.103.6	Dequindre, Wattles to Long Lake (BOND)	1,850,000	660,000	1,190,000	400,000	218,823	350,000	50,000	50,000	50,000	100,000		CON
40	99.110.5	Coolidge, Wattles to Long Lake	800,000	800,000	0	0	0	0	0	0	0	0	800,000	Overlay
41	99.120.6	I75/Long Lake/Crooks Interchange	2,000,000	2,000,000	0	0	2,470	10,000	(10,000)	0	2,000,000	2,000,000		ROW for Future Interchange Improvements
42	99.203.5	Rochester, Torpey to Barclay	475,000	93,000	370,000	50,000	59,241	100,000	(50,000)	0	50,000	50,000		PE: \$370k 99 "STP";\$80k FF 6/30; \$40k FF 04-05
43	99.205.5	Square Lake - John R Intersection	340,000	128,000	212,000	590,000	0	0	590,000	200,000	0	200,000	128,000	CMAQ-\$106k/\$106k;\$200k ROW; RTL N,S,E,W-July05
44	99.206.5	Square Lake - Dequindre Intersection	150,000	50,000	100,000	835,000	30,210	50,000	785,000	50,000	0	50,000	15,000	CMAQ-\$233k; RTL E & S-July05
45	99.207.5	Big Beaver, Livernois to Rochester	10,972,000	10,972,000	0	300,000	497,734	700,000	(400,000)	0	100,000	100,000		CONST; \$700k DDA 6/30; \$100k DDA 04-05 (Landscaping)
TOTALS:			99,671,090	42,223,900	57,443,190	17,668,790	2,311,084	5,495,130	12,173,660	5,905,000	6,759,000	12,664,000		
PROPOSED 04/05 MINUS 03/04 BALANCE:												490,340		
DEDUCT FEDERAL FUNDS:								(1,124,000)				(4,008,750)		
DEDUCT DDA REVENUES:								(700,000)				(100,000)		
NEW FUNDS:												(3,618,410)		

MAJOR ROADS 2004 - 05



LOCAL ROADS 2004/05 BUDGET														
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
NO.	PROJ. NO.	PROJECT NAME	TOTAL PROJ. COST	EST. CITY CAP. COST	OTHER SOURCES	03/04 AMENDED BUDGET	03/04 EXPEND. TO 12/31/03	03/04 EXPEND. TO 06/30/04	03/04 BALANCE AT 6/30/04	03/04 RE-APPRO. TO 04/05	NEW APPROP. 04/05	PROPOSED 04/05 BUDGET	FUTURE YEARS	COMMENTS OR FOOTNOTES
1	00.102.1	Finch, Wattles to the South	220,600	162,530	58,070	0	0	5,000	(5,000)	0	0	0		S.A.D. Paving
2	00.110.0	Harris, Rochester to the West	219,400	166,320	53,080	0	0	100	(100)	0	0	0		S.A.D. Paving
3	02.102.5	Section 23 - CPR	1,000,000	1,000,000	0	1,000,000	0	500,000	500,000	500,000	0	500,000		Concrete
4	02.103.5	Section 24 - CPR	900,000	900,000	0	0	0	0	0	0	0	0	900,000	Concrete
5	02.104.5	Section 7 - CPR	250,000	250,000	0	50,000	203,234	250,000	(200,000)	0	0	0		Concrete
6	02.106.1	Creston SAD	369,000	268,000	101,000	101,000	162,307	202,000	(101,000)	0	0	0		S.A.D. Paving
7	02.107.1	Larayne & Hillmore SAD	420,000	350,000	70,000	425,000	25,649	250,000	175,000	50,000	0	50,000		S.A.D. Paving
8	02.109.1	Walnut & Chestnut Hill SAD	380,000	300,000	80,000	454,000	0	200,000	254,000	180,000	0	180,000		S.A.D. Paving
9	03.101.1	Philatha, Hilmore to East End SAD	55,000	36,000	19,000	0	383	45,000	(45,000)	0	10,000	10,000		S.A.D. Paving
10	93.932.3	Daley, North of Big Beaver SAD	85,483	25,725	59,758	0	0	2,500	(2,500)	0	0	0		S.A.D. Paving
11	99.104.1	Section 6 Seal Coats SAD	410,000	0	410,000	410,000	0	0	410,000	410,000	90,000	500,000		Sec. 6 & 10 - 100% SAD
12	99.117.1	Forthton, Livernois to the West SAD	134,000	108,700	25,300	0	0	2,500	(2,500)	0	0	0		S.A.D. Paving
13	04.101.5	Randall, Livernois to Tallman	125,000	125,000	0	0	0	0	0	0	125,000	125,000		Asphalt
14		Section 11 - CPR	532,000	532,000	0	0	0	0	0	0	0	0	532,000	Concrete
15	04.102.5	Section 18 Bituminous Overlay	250,000	250,000	0	0	0	0	0	0	250,000	250,000		Asphalt
16		Section 25 - CPR	2,000,000	2,000,000	0	0	0	0	0	0	0	0	2,000,000	Concrete
17		Crack Sealing	200,000	200,000	0	100,000	0	100,000	0	0	300,000	300,000		By D.P.W.
18		Slab Replacement	500,000	500,000	0	100,000	99,761	100,000	0	0	500,000	500,000		By D.P.W.
19		Local Road Contractual Services	180,000	180,000	0	180,000	0	120,000	60,000	0	0	0		By D.P.W. Pavement Management Sys.
20		Local Road Construction	945,950	945,950	0	945,950	0	0	945,950	350,000	0	350,000		Contingency/City SAD Share - Future
TOTALS:			9,176,433	8,300,225	876,208	3,765,950	491,334	1,777,100	1,988,850	1,490,000	1,275,000	2,765,000		
PROPOSED 2004/05 minus 2003/04 BALANCE:												776,150		
SAD REVENUE												(410,000)		
NEW FUNDS												366,150		

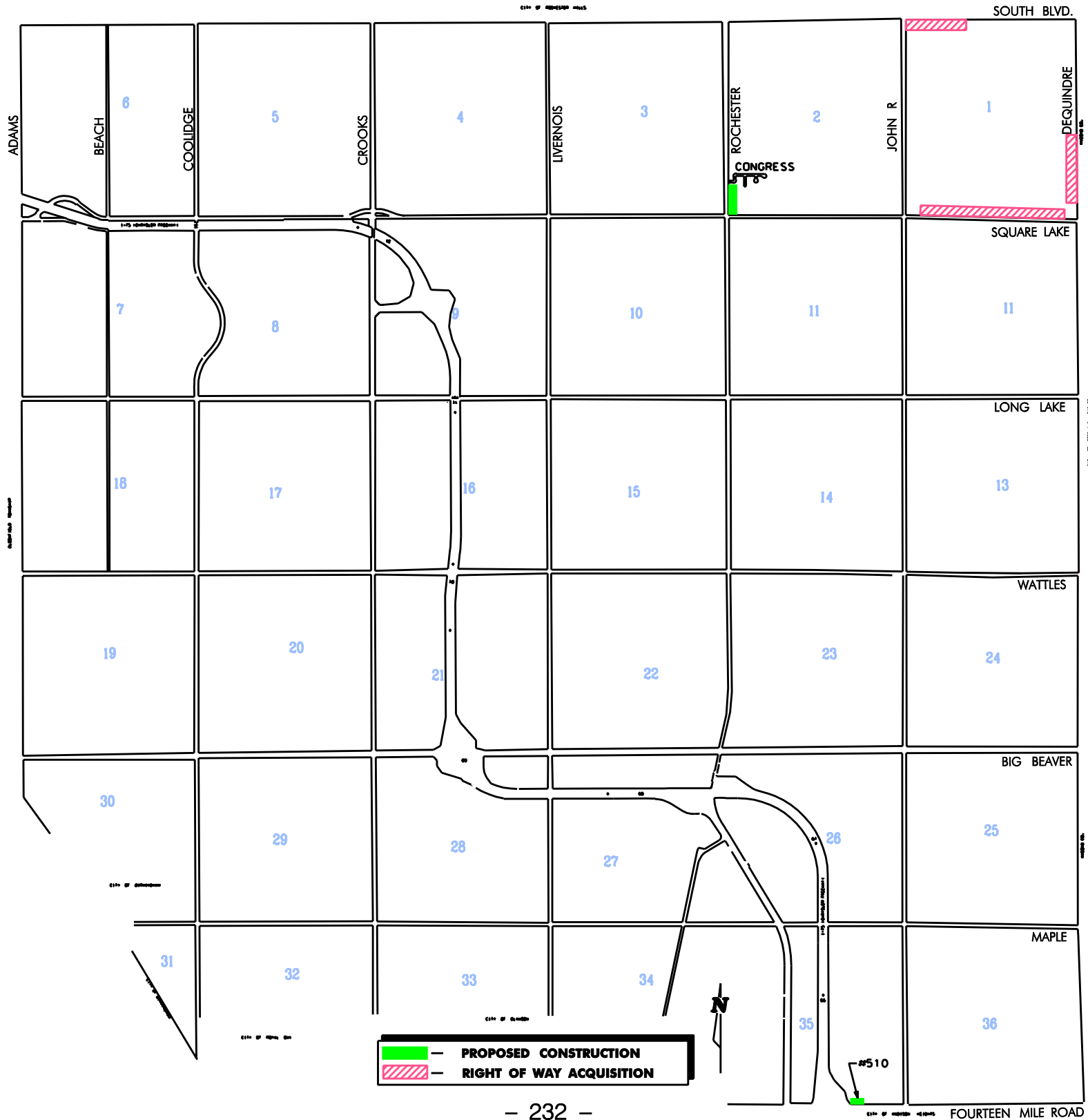
LOCAL ROADS 2004 - 05



SIDEWALKS 2004-05 BUDGET

1	2	3	4	5	6	7	8	9	10	11	12	13	14
NO.	PROJ. NO.	PROJECT NAME	TOTAL PROJ. COST	EST. CITY CAP. COST	OTHER SOURCES	03/04 AMENDED BUDGET	03/04 EXPEND. TO 12/31/03	03/04 EXPEND. TO 6/30/04	03/04 BALANCE AT 6/30/04	03/04 RE-APPRO. to 04/05	NEW APPROPR. 04/05	PROPOSED 04/05 BUDGET	COMMENTS OR FOOTNOTES
1		Sidewalk Replacement Program	550,000	550,000	0	1,179,840	181,015	400,000	779,840	550,000	0	550,000	By D.P.W.
2	92.605.5	John R. (E. Side), Laurel to Tucker	90,000	90,000	0	0	21,906	44,110	(44,110)	0	0	0	R.O.W. Included
3		New Construction	550,000	550,000	0	110,000	4,067	300,000	(190,000)	0	550,000	550,000	Sec. 1 - S.Blvd., Sq.Lk., Deq.
TOTALS:			1,190,000	1,190,000	0	1,289,840	206,988	744,110	545,730	550,000	550,000	1,100,000	
PROPOSED 2004/05 minus 2003/04 BALANCE:												554,270	

SIDEWALKS 2004 - 05



**CITY OF TROY
CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND**

DESCRIPTION				2002 Actual	2003 Projected	2003 Budget	2004 Budget
971 LAND							
REC Parks and Recreation 401583 SECTION 1 DEVELOPMENT	7971.010	Land Aquisition		\$ 6,746	\$ -	\$ -	\$ -
971 LAND				\$ 6,746	\$ -	\$ -	\$ -
974 LAND IMPROVEMENTS							
MUS Museum 401804 MUSEUM	7974.140	Historic Green Dev		\$ 178,500	\$ 1,235,050	\$ 1,235,050	\$ 5,000
REC Parks and Recreation 401583 SECTION 1 DEVELOPMENT	7974.130	Various		\$ 9,442,210	\$ 2,304,020	\$ 3,624,425	\$ -
401752 PARKS & REC ADMINISTRATION	7974.080	OEC		\$ 6,000	\$ 65,000	\$ 91,140	\$ 370,000
	7974.100	Schools Joint Project		68,237	60,000	68,240	60,000
	7974.145	Planning & Park Design		22,090	25,000	52,910	25,000
401752 PARKS & REC ADMINISTRATION				96,327	150,000	212,290	455,000
401755 COMMUNITY CENTER	7974.979055	Site Improvements-OTHS		\$ -	\$ -	\$ -	\$ 10,000
401756 MUNICIPAL GROUNDS	7974.090	Civic Center		\$ 31,107	\$ 100,000	\$ 118,890	\$ 20,000
	7974.120	Cemetery Improvements		21,130	30,000	38,870	-
	7974.125	Computer Irrigation		-	10,000	50,000	60,000
	7974.150	Peace Garden		-	7,000	7,000	-
401756 MUNICIPAL GROUNDS				52,237	147,000	214,760	80,000

**CITY OF TROY
CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND**

DESCRIPTION			2002 Actual	2003 Projected	2003 Budget	2004 Budget
401770 PARK DEVELOPMENT						
	7974.020	Boulan Park	\$ 71,937	\$ 140,500	\$ 12,000	\$ -
	7974.025	Brinston Park	20	-	-	-
	7974.030	Firefighters Park	2,268	-	20,000	-
	7974.035	Flynn Park	3,085	20,000	20,000	300,000
	7974.040	Jaycee Park	14	-	-	20,000
	7974.050	Huber Park	75	-	-	-
	7974.055	Raintree Park	40	30,000	30,000	30,000
	7974.060	Redwood Park	60	-	-	-
	7974.065	Robinwood Park	858	-	-	-
	7974.075	Sylvan Glen	-	-	75,000	-
	7974.080	OEC	7,276	104,000	104,000	-
	7974.085	OEC - DNR Grant	71,694	-	-	-
	7974.130	Various	628,942	-	758,330	500,000
401770 PARK DEVELOPMENT			786,269	294,500	1,019,330	850,000
401780 SUBDIVISION IMPROVEMENTS						
	7974.130	Various	\$ -	\$ -	\$ -	\$ 2,000,000
REC PARKS AND RECREATION			10,377,043	2,895,520	5,070,805	3,395,000
STS Streets						
401464 PUBLIC WORKS ADMINISTRAT						
	7974.165	Municipal Parking Lots	\$ 102,858	\$ 75,000	\$ 98,160	\$ 135,000
974 LAND IMPROVEMENTS			\$ 10,658,401	\$ 4,205,570	\$ 6,404,015	\$ 3,535,000
975 BUILDINGS & IMPROVEMENTS						
BIN Building Inspection						
401371 BUILDING INSPECTION						
	7975.085	House Demolition	\$ 16,658	\$ 10,000	\$ 20,000	\$ 20,000
ENG Engineering						
401444 GENERAL ENGINEERING						
	7975.010	Office Renovation	\$ 10,358	\$ 37,640	\$ 37,640	\$ 10,000
FIR Fire						
401344 FIRE BUILDINGS & REPAIRS						
	7975.055	Station One	\$ 1,156	\$ -	\$ -	\$ -

**CITY OF TROY
CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND**

DESCRIPTION				2002 Actual	2003 Projected	2003 Budget	2004 Budget
401344 FIRE BUILDINGS & REPAIRS	7975.060	Station Two		\$ -	\$ 5,000	\$ 5,000	\$ 16,500
	7975.065	Station Three		5,990	1,040,110	1,040,110	-
	7975.070	Station Four		15,675	-	-	26,500
	7975.075	Station Five		-	6,000	6,000	4,500
	7975.080	Station Six		-	5,750	5,750	-
	7975.100	Storage Building		1,724	-	-	-
401344 FIRE BUILDINGS & REPAIRS				24,545	1,056,860	1,056,860	47,500
LIB Library							
401790 LIBRARY							
	7975.900	General Repairs		167,216	379,000	454,000	-
401790 LIBRARY				167,216	379,000	454,000	-
MUS Museum							
401804 MUSEUM							
	7975.150	Barn Reserve		\$ -	\$ -	\$ 140,000	\$ 140,000
	7975.900	General Repairs		62,256	369,550	369,550	87,000
401804 MUSEUM				62,256	369,550	509,550	227,000
OGG Other General Government							
401265 CITY HALL							
	7975.010	Office Renovation		\$ 121,012	\$ 200,000	\$ 578,990	\$ 100,000
	7975.025	Facia-THJ		15,011	200,000	200,000	150,000
	7975.050	Emergency Repairs		86,079	60,000	200,000	200,000
401265 CITY HALL				222,102	460,000	978,990	450,000
401268 DISTRICT COURT							
	7975.145	Reserve/Court Bldg		\$ -	\$ 10,000	\$ 120,000	\$ 144,000
401268 DISTRICT COURT				-	10,000	120,000	144,000
OGG OTHER GENERAL GOVERNMENT				222,102	470,000	1,098,990	594,000
POL Police							
401305 POLICE ADMINISTRATION							
	7975.010	Office Renovation		\$ -	\$ 1,310,000	\$ 1,310,000	\$ 27,000
401305 POLICE ADMINISTRATION				-	1,310,000	1,310,000	27,000

**CITY OF TROY
CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND**

DESCRIPTION				2002 Actual	2003 Projected	2003 Budget	2004 Budget
REC	Parks and Recreation						
	401752 PARKS & REC ADMINISTRATION						
		7975.010	Garage/Office Renovation	\$ 1,393	\$ -	\$ -	\$ -
	401752 PARKS & REC ADMINISTRATION			1,393	-	-	-
	401755 COMMUNITY CENTER						
		7975.125	Annex Renovation	\$ -	\$ -	\$ -	\$ 64,000
	REC PARKS AND RECREATION			1,393	-	-	64,000
STS	Streets						
	401464 PUBLIC WORKS ADMINISTRATION						
		7975.115	Off Season Storage	\$ 32,183	\$ -	\$ -	\$ -
		7975.180	Building Addition	278	-	-	-
		7975.900	General Repairs	23,391	100,000	297,110	248,000
	STS STREETS			55,852	100,000	297,110	248,000
	975 BUILDINGS & IMPROVEMENTS			\$ 560,380	\$ 3,733,050	\$ 4,784,150	\$ 1,237,500
	978 EQUIPMENT - GENERAL						
ENG	Engineering						
	401444 GENERAL ENGINEERING						
		7978.010	General	\$ 8,477	\$ 9,520	\$ 9,520	\$ 7,000
	401444 GENERAL ENGINEERING			8,477	9,520	9,520	7,000
FIN	Finance						
	401267 CATV - MUNICIPAL CHANNEL						
		7978.010	General	\$ 20,805	\$ 50,000	\$ 79,200	\$ 35,000
	401267 CATV - MUNICIPAL CHANNEL			20,805	50,000	79,200	35,000
MUS	Museum						
	401804 MUSEUM						
		7978.010	General	\$ -	\$ 230	\$ -	\$ 5,000
		7978.100	Artifacts	3,440	11,570	11,570	10,000
	401804 MUSEUM			3,440	11,800	11,570	15,000

**CITY OF TROY
CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND**

DESCRIPTION				2002 Actual	2003 Projected	2003 Budget	2004 Budget
OGG	Other General Government						
	401265 CITY HALL	7978.010	General	\$ -	\$ -	\$ -	\$ 20,000
	401265 CITY HALL			-	-	-	20,000
	401532 RECYCLING	7978.010	General	\$ -	\$ -	\$ 20,000	\$ -
	401532 RECYCLING			-	-	20,000	-
	OGG OTHER GENERAL GOVERNMENT			-	-	20,000	20,000
POL	Police						
	401305 POLICE ADMINISTRATION	7978.065	Drug Enforcement	\$ 15,615	\$ 48,000	\$ 48,000	\$ 119,480
	401305 POLICE ADMINISTRATION			15,615	48,000	48,000	119,480
	401315 POLICE UNIFORM PATROL	7978.010	General	\$ 132,611	\$ 63,800	\$ 71,200	\$ 88,900
	401315 POLICE UNIFORM PATROL			132,611	63,800	71,200	88,900
	POL POLICE			148,226	111,800	119,200	208,380
REC	Parks and Recreation						
	401752 PARKS & REC ADMINISTRATION	7978.010	General	\$ 63,916	\$ 10,000	\$ 21,090	\$ 20,000
	401752 PARKS & REC ADMINISTRATION			63,916	10,000	21,090	20,000
	401755 COMMUNITY CENTER	7978.045	Annex Equipment	\$ 37,800	\$ 25,000	\$ 25,000	\$ 482,000
	401755 COMMUNITY CENTER			37,800	25,000	25,000	482,000
	401756 MUNICIPAL GROUNDS	7978.010	General	\$ -	\$ 15,000	\$ 15,000	\$ 10,000
	401756 MUNICIPAL GROUNDS			-	15,000	15,000	10,000
	REC PARKS AND RECREATION			101,716	50,000	61,090	512,000
STS	Streets						
	401448 STREET LIGHTING	7978.010	General	\$ 478	\$ 20,000	\$ 20,000	\$ 20,000
	401448 STREET LIGHTING			478	20,000	20,000	20,000

CITY OF TROY
CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND

DESCRIPTION				2002 Actual	2003 Projected	2003 Budget	2004 Budget
401464 PUBLIC WORKS ADMINISTRATION	7978.010	General		\$ 106,710	\$ 50,000	\$ 91,510	\$ -
401464 PUBLIC WORKS ADMINISTRATION				106,710	50,000	91,510	-
STS STREETS				107,188	70,000	111,510	20,000
978 EQUIPMENT - GENERAL				\$ 389,852	\$ 303,120	\$ 412,090	\$ 817,380
979 EQUIPMENT - VEHICLE							
POL Police							
401315 POLICE UNIFORM PATROL	7979.010	Vehicle		\$ 18,800	\$ -	\$ 16,200	\$ -
401315 POLICE UNIFORM PATROL				18,800	-	16,200	-
979 EQUIPMENT - VEHICLE				\$ 18,800	\$ -	\$ 16,200	\$ -
980 EQUIPMENT - OFFICE							
BIN Building Inspection							
401371 BUILDING INSPECTION	7980.010	Office Equip & Furniture		\$ 4,212	\$ 10,000	\$ 56,220	\$ -
401371 BUILDING INSPECTION				4,212	10,000	56,220	-
FIN Finance							
401233 PURCHASING	7980.010	Office Equip & Furnitu		\$ -	\$ 20,000	\$ 20,000	\$ -
401233 PURCHASING				-	20,000	20,000	-
401253 TREASURER	7980.010	Office Equip & Furniture		\$ -	\$ 5,000	\$ 9,700	\$ 5,000
401253 TREASURER				-	5,000	9,700	5,000

**CITY OF TROY
CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND**

DESCRIPTION				2002 Actual	2003 Projected	2003 Budget	2004 Budget
401267 COMMUNITY AFFAIRS							
	7980.010	Office Equip & Furniture		\$ -	\$ 20,000	\$ 60,000	\$ 15,000
401267 COMMUNITY AFFAIRS				-	20,000	60,000	15,000
FIN FINANCE				\$ -	\$ 45,000	\$ 89,700	\$ 20,000
IS Information Technology							
401258 INFORMATION TECHNOLOGY							
	7980.020	Computer Equipment		\$ 75,632	\$ 100,000	\$ 339,365	\$ 135,000
	7980.030	Computer Software		49,967	176,680	490,030	199,450
	7980.032	Computer Consulting		27,397	223,780	798,110	471,570
	7980.075	Plante & Moran		-	11,430	11,430	-
401258 INFORMATION TECHNOLOGY				152,996	511,890	1,638,935	806,020
LIB Library							
401790 LIBRARY							
	7980.010	Office Equip & Furniture		\$ 81,803	\$ 141,010	\$ 141,010	\$ -
401790 LIBRARY				81,803	141,010	141,010	-
POL Police							
401325 POLICE COMMUNICATIONS							
	7980.020	Computer Equipment		\$ 23,995	\$ -	\$ -	\$ -
	7980.030	Computer Software		63,328	105,000	300,610	61,300
	7980.050	In Car Cameras		53,338	6,500	6,500	8,500
	7980.055	Radio Communications		-	50,800	50,800	181,940
401325 POLICE COMMUNICATIONS				140,661	162,300	357,910	251,740
980 EQUIPMENT - OFFICE				\$ 379,672	\$ 870,200	\$ 2,283,775	\$ 1,077,760

**CITY OF TROY
CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND**

DESCRIPTION			2002 Actual	2003 Projected	2003 Budget	2004 Budget
984 APPARATUS REPLACEMENT						
FIR	Fire					
	401338 FIRE VEHICLES					
		7984 Apparatus Replacement	\$ 427,186	\$ 380,000	\$ 380,000	\$ 400,000
	984 APPARATUS REPLACEMENT		\$ 427,186	\$ 380,000	\$ 380,000	\$ 400,000
989 PUBLIC WORKS CONSTRUCTION						
DRA	Drains					
	401516 DRAINS					
		7989.003015 Section 36	\$ 65,759	\$ -	\$ -	\$ -
		7989.003055 Dashwood	-	600,000	327,160	75,000
		7989.003065 Lovington	-	30,000	30,000	10,000
		7989.013024 Streambank Stabilization	9,787	40,000	-	10,000
		7989.1000 Drains & Retention Pond	265,147	325,260	1,451,750	1,156,000
	401516 DRAINS		340,693	995,260	1,808,910	1,251,000
STS	Streets					
	401479 MAJOR ROADS					
		7989.001055 Maple-RTL Ext @Coolidg	\$ 10,683	\$ 20,000	\$ 5,000	\$ 10,000
		7989.001065 Coolidge LT Storage/I7	-	5,000	60,000	84,000
		7989.001075 Crooks LT Storage @ Ki	59,338	10,000	-	-
		7989.001085 Wattles RTL @ Forsyth	75,393	4,000	64,000	91,000
		7989.001095 Wattles RTL @ Coolidge	-	20,000	100,000	130,000
		7989.001123 Coolidge S of Maple(GS	277,728	-	-	-
		7989.011035 Roch/South Blvd RTL	-	30,000	250,000	220,000
		7989.011055 BB/Rochester-Dequindre	-	20,000	3,120,000	4,300,000
		7989.011065 Wattles @ Rochester	89,660	2,000	15,000	15,000
		7989.011076 I-75 Bridge Decks	2,463	-	-	-
		7989.011086 I-75 Shoulder Upgrade	59	-	-	-

CITY OF TROY
CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND

DESCRIPTION				2002 Actual	2003 Projected	2003 Budget	2004 Budget
401479 MAJOR ROADS	7989.021055	TDM Program Phase 1	\$	-	\$ -	\$ 60,000	\$ 60,000
	7989.021065	NB Roch RTL @ South		-	20,830	-	-
	7989.021106	I-75, 13Mi to M59		7,216	25,300	29,300	4,000
	7989.022015	Stepenson-14Mi to I75		192,040	30,000	40,000	510,000
	7989.022025	Dequindre-LL to Auburn		-	-	7,000	14,000
	7989.022035	John R-Long Lk to Sq L		192,775	175,000	625,000	150,000
	7989.022045	John R-Sq Lk to South		176,522	150,000	110,000	10,000
	7989.022055	Livernois-LL to Sq Lk		124,963	100,000	115,000	40,000
	7989.022065	Roch-Barclay to Trinway		118,390	100,000	275,000	175,000
	7989.200	Concrete Crack Sealing		38,733	75,000	75,000	200,000
	7989.500	Concrete Slab Replacement		414,354	200,000	200,000	750,000
	7989.750	Guard Rail Repair		10,843	-	-	-
	7989.8000	Major Rd Construction		8,002	-	3,314,490	-
	7989.892065	Rochester, I-75 to Torpey		1,762,110	335,000	-	-
	7989.901016	Dequindre-14 Mile to B		21,859	-	-	-
	7989.909031	Maplelawn-Crooks to Ma		89,496	1,585,000	2,350,000	1,750,000
	7989.912045	Long Lk-Liver to Roch		2,345	-	-	-
	7989.921025	John R/14 Mile Medians		81,025	10,000	-	-
	7989.922025	Maple-Coolidge to Eton		1,127,956	100,000	-	25,000
	7989.922035	Long Lk, Carnaby to John R		456,136	250,000	240,000	50,000
	7989.932076	Big Beaver-Adams/Coolidge		426,571	100,000	-	200,000
	7989.941086	Crooks-Sq Lk to S Blvd		36,223	108,000	783,000	195,000
	7989.942035	Long Lk-John R to Dequindre		4,829,870	500,000	2,706,000	206,000
	7989.942045	Coolidge/Wattles Inter		(840)	25,000	750,000	725,000
	7989.952015	Livernois-Wattles/Long		629,184	285,000	200,000	-
	7989.952035	S Blvd/Roch Intersecti		4,156	-	-	-
	7989.991025	Coolidge, Derby to Golfview		-	-	-	250,000
	7989.991036	Dequindre-Wattles to Long Lak		376,063	350,000	400,000	100,000
	7989.991206	I-75 / Long Lk ramp		-	10,000	-	2,000,000
	7989.992035	Rochester-Torpey/Barclay		23,126	100,000	50,000	50,000
	7989.992055	Square Lk/John R Intersection		-	-	590,000	200,000
	7989.992065	Square Lk/Dequindre Intersecti		531,671	50,000	835,000	50,000
	7989.992075	Big Beaver-Livernois/R		722,036	700,000	300,000	100,000
401479 MAJOR ROADS				12,918,149	5,495,130	17,668,790	12,664,000

**CITY OF TROY
CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND**

DESCRIPTION				2002 Actual	2003 Projected	2003 Budget	2004 Budget
401499 LOCAL ROADS							
	7989.001021	Finch, Wattles to S		\$ 9,567	\$ 5,000	\$ -	\$ -
	7989.001101	Harris Street		1,646	100	-	-
	7989.021015	Section 22 Overlays		195,314	-	-	-
	7989.021025	Section 23 Overlays		69	500,000	1,000,000	500,000
	7989.021045	Section 7 Overlays		301	250,000	50,000	-
	7989.021061	Creston		9,524	202,000	101,000	-
	7989.021071	Larayne/Hillmore		-	250,000	425,000	50,000
	7989.021091	Walnut/Chestnut Hill		-	200,000	454,000	180,000
	7989.031011	Philatha Paving		-	45,000	-	10,000
	7989.041015	Randall, Livern/Tallma		-	-	-	125,000
	7989.041025	Section 18 Overlays		-	-	-	250,000
	7989.050	Local Road Construction		-	-	945,950	350,000
	7989.100	Asphalt Crack Sealing		40,870	-	-	-
	7989.120	Crack Sealing		-	100,000	100,000	300,000
	7989.150	Pavement Mgt System		-	120,000	180,000	-
	7989.200	Concrete Crack Sealing		63,847	-	-	-
	7989.500	Concrete Slab Replacement		439,186	100,000	100,000	500,000
	7989.750	Reclamite		10,976	-	-	-
	7989.939323	Daley-N of Big Beaver		626	2,500	-	-
	7989.991041	Section 6 Seal Coats		-	-	410,000	500,000
	7989.991135	Section 26 Overlays		-	2,500	-	-
	7989.991171	Forthton		2,724	-	-	-
401499 LOCAL ROADS				774,650	1,777,100	3,765,950	2,765,000
401513 SIDEWALKS							
	7989.006015	John R-E Laurel/Jeffrey		\$ 114,285	\$ -	\$ -	\$ -
	7989.650	New Construction		206,271	300,000	110,000	550,000
	7989.700	Replacement Program		364,300	400,000	1,179,840	550,000
	7989.926055	John R-E Side-Laurel/T		30,976	44,110	-	-
	7989.946065	Wattles-Bristol/Roch A		78	-	-	-
401513 SIDEWALKS				715,910	744,110	1,289,840	1,100,000
401520 TRAFFIC SIGNALS							
	7989.600	Traffic Signals		\$ 204,713	\$ 200,000	\$ 225,290	\$ 200,000
401520 TRAFFIC SIGNALS				204,713	200,000	225,290	200,000

CITY OF TROY
CAPITAL EXPENDITURES
CAPITAL PROJECTS FUND

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
STS STREETS	14,613,422	8,216,340	22,949,870	16,729,000
989 PUBLIC WORKS CONSTRUCTION	\$ 14,954,115	\$ 9,211,600	\$ 24,758,780	\$ 17,980,000
991 DEBT				
DRA Drains				
401516 DRAINS				
7991 Principal	\$ 23,022	\$ 23,410	\$ 23,410	\$ 158,160
7995 Interest	47,645	86,300	86,300	103,230
7998 Other Fees	14	100	100	500
401516 DRAINS	70,681	109,810	109,810	261,890
991 DEBT	\$ 70,681	\$ 109,810	\$ 109,810	\$ 261,890
OGG Other General Government				
401265 City Hall				
8999.101 Operating Transfer Out	\$ -	\$ 1,408,000	\$ 1,408,000	\$ 3,100,000
00401 CAPITAL FUND	\$ 27,465,833	\$ 20,221,350	\$ 40,556,820	\$ 28,409,530

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
971 Land						
REC	Parks and Recreation					
	407756 MUNICIPAL GROUNDS					
	REC Parks and Recreation	7971.010 Land Aquisition	\$ 400,000	\$ 528,000	\$ -	\$ -
			400,000	528,000	-	-
	971 LAND		\$ 400,000	\$ 528,000	\$ -	\$ -
972 Water System						
WAT	Water					
	555 WATER FUND CAPITAL					
		7972.015015 W Maple-Coolidge/Crooks	\$ 790,000	\$ 550,000	\$ 240,000	\$ 750

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME	DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
555 WATER FUND CAPITAL	7972.015025 Troy Ct-Pk to Elmwood	\$ 115,000	\$ -	\$ 115,000	\$ 360
	7972.015035 Hartland	-	1,800	-	-
	7972.015045 Sec. 10 SE 1/4	1,400,000	1,000,000	400,000	1,240
	7972.015055 Crooks, Maple to Big Beaver	215,000	200,000	15,000	50
	7972.015065 Lowery & Heide	210,000	150,000	10,000	30
	7972.015095 Livernois-Sq Lk to South	850,000	25,000	825,000	2,550
	7972.015105 Forthton	-	10,000	-	-
	7972.015115 Dequindre, Wattles to Long Lake	375,000	100,000	-	-
	7972.015125 Long Lake, Carnaby to John R	450,000	200,000	-	-
	7972.015135 Long Lake, John R to Dequindre	750,000	200,000	-	-
	7972.015175 Rochester-LL to Syvanwo	-	-	375,000	1,160
	7972.025025 Henrietta	103,000	40,000	-	-
	7972.035015 John R	115,000	175,000	25,000	80
	7972.035025 Chopin	250,000	-	250,000	770
	7972.035035 Section 30	1,500,000	250,000	1,250,000	3,860
	7972.035045 Fernleigh	-	-	550,000	1,700
	7972.035055 Creston	10,000	26,000	-	-
	7972.045015 Crooks, Sq Lk to North	-	30,000	300,000	930
	7972.045025 South Blvd, W of Crooks	-	250,000	-	-
	7972.045035 Livernois, L Lk to Sq L	-	-	800,000	2,470
	7972.965075 Sec 19-N 1/2 of NW 1/4	-	100	-	-
	7972.975015 Rochester-Maple to I-75	600,000	100,000	-	-
	7972.985035 Section 22	-	30,000	-	-
	7972.985045 Section 23	-	100,000	-	-
	7972.995025 Coolidge, Derby to Golfview	210,000	-	260,000	800
	7972.995035 Mapelawn-Crooks to Liv	370,000	320,000	50,000	150
	7972.995065 Section 20	-	25,000	-	-
972 WATER SYSTEM		\$ 8,313,000	\$ 3,782,900	\$ 5,465,000	\$ 16,900

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
973 Sewer System						
SEW	Sewer					
		535 SEWER FUND CAPITAL				
		7973.014025 Long Lake Sanitary	\$ 500,000	\$ 100,000	\$ -	\$ -
		7973.024065 Dequindre - Wattles	50,000	75,000	-	-
		7973.034025 Evergreen/Farmington SS	320,000	61,000	200,000	950
		7973.044015 Crooks, Sq Lk to North	-	-	160,000	760
		7973.044025 SSO Contingency	-	-	25,000	120
		7973.974055 Sanitary Meter Sta Reco	70,000	-	70,000	330
		7973.974075 Flow Metering/Evergreen	64,600	-	64,600	310
		7973.984025 Twelve Towns Sewer Study	75,000	-	75,000	360
		7973.984035 Manhole Rehabilitation	1,400,000	-	1,400,000	6,630
		7973.984045 Trunkline Relief Study	50,000	-	50,000	240
		7973.994035 Evergreen - Farmington	500,000	-	-	-
		7973.994045 I & I on City Sewer System	250,000	-	250,000	1,180
		7973.994065 Dennis Powers Drain	100,000	100,000	-	-
		973 SEWER SYSTEM	\$ 3,379,600	\$ 336,000	\$ 2,294,600	\$ 10,880
974 Land Improvements						
GC	Golf Course					
		788 SYLVAN GLEN CAPITAL				
		7974.130 Various	\$ 45,000	\$ 2,230	\$ 220,000	\$ 5,030
		888 SANCTUARY LAKE CAPITAL				
		7974.130 Various	\$ -	\$ -	\$ 30,000	\$ 690
		GC Golf Course	\$ 45,000	\$ 2,230	\$ 250,000	\$ 5,720

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
MUS	Museum					
	401804 MUSEUM					
		7974.140 Historic Green Dev	\$ 1,235,050	\$ 1,235,050	\$ 5,000	\$ 100
	MUS Museum		\$ 1,235,050	\$ 1,235,050	\$ 5,000	\$ 100
REC	Parks and Recreation					
	401583 SANCTUARY LAKE DEVELOPMENT					
		7974.130 Various	\$ 3,624,425	\$ 2,304,020	\$ -	\$ -
	401583 SANCTUARY LAKE DEVELOPMENT		\$ 3,624,425	\$ 2,304,020	\$ -	\$ -
	401752 PARKS & REC ADMINISTRATION					
		7974.080 OEC	\$ 91,140	\$ 65,000	\$ 370,000	\$ 7,600
		7974.100 Schools Joint Project	68,240	60,000	60,000	1,240
		7974.145 Planning & Park Design	52,910	25,000	25,000	520
	401752 PARKS & REC ADMINISTRATION		\$ 212,290	\$ 150,000	\$ 455,000	\$ 9,360
	401755 COMMUNITY CENTER					
		7974.979055 Site Improvements-OTHS	\$ -	\$ -	\$ 10,000	\$ 200
	401755 COMMUNITY CENTER		\$ -	\$ -	\$ 10,000	\$ 200
	401756 MUNICIPAL GROUNDS					
		7974.090 Civic Center	\$ 118,890	\$ 100,000	\$ 20,000	\$ 400
		7974.120 Cemetery Improvements	38,870	30,000	-	-
		7974.125 Computer Irrigation	50,000	10,000	60,000	1,240
		7974.150 Peace Garden	7,000	7,000	-	-
	401756 MUNICIPAL GROUNDS		\$ 214,760	\$ 147,000	\$ 80,000	\$ 1,640
	401770 PARK DEVELOPMENT					
		7974.020 Boulan Park	\$ 12,000	\$ 140,500	\$ -	\$ -
		7974.030 Firefighters Park	20,000	-	-	-
		7974.035 Flynn Park	20,000	20,000	300,000	6,180
		7974.040 Jaycee Park	-	-	20,000	400

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
401770 PARK DEVELOPMENT		7974.055 Raintree Park	\$ 30,000	\$ 30,000	\$ 30,000	\$ 600
		7974.075 Sylvan Glen	75,000	-	-	-
		7974.080 OEC	104,000	104,000	-	-
		7974.130 Various	758,330	-	500,000	20,000
401770 PARK DEVELOPMENT			\$ 1,019,330	\$ 294,500	\$ 850,000	\$ 27,180
401780 SUBDIVISION IMPROVEMENTS		7974.130 Various	\$ -	\$ -	\$ 2,000,000	\$ 19,500
401780 SUBDIVISION IMPROVEMENTS			\$ -	\$ -	\$ 2,000,000	\$ 19,500
REC Parks and Recreation			\$ 5,070,805	\$ 2,895,520	\$ 3,395,000	\$ 57,880
STS Streets						
401464 PUBLIC WORKS ADMINISTRATION		7974.165 Municipal Parking Lots	\$ 98,160	\$ 75,000	\$ 135,000	\$ 13,900
STS Streets			\$ 98,160	\$ 75,000	\$ 135,000	\$ 13,900
974 LAND IMPROVEMENTS			\$ 6,449,015	\$ 4,207,800	\$ 3,785,000	\$ 77,600
975 Buildings & Improvements						
BIN Building Inspection						
401371 BUILDING INSPECTION		7975.085 House Demolition	\$ 20,000	\$ 10,000	\$ 20,000	\$ -
BIN Building Inspection			\$ 20,000	\$ 10,000	\$ 20,000	\$ -
ENG Engineering						
401444 GENERAL ENGINEERING		7975.010 Office Renovation	\$ 37,640	\$ 37,640	\$ 10,000	\$ -
ENG Engineering			\$ 37,640	\$ 37,640	\$ 10,000	\$ -

**CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS**

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
FIR	Fire					
	401344 FIRE BUILDINGS & REPAIRS					
		7975.060 Station Two	\$ 5,000	\$ 5,000	\$ 16,500	\$ -
		7975.065 Station Three	1,040,110	1,040,110	-	-
		7975.070 Station Four	-	-	26,500	-
		7975.075 Station Five	6,000	6,000	4,500	-
		7975.080 Station Six	5,750	5,750	-	-
	401344 FIRE BUILDINGS & REPAIRS		\$ 1,056,860	\$ 1,056,860	\$ 47,500	\$ -
	406344 FIRE BUILDINGS					
		7975.065 Station Three	\$ 80,000	\$ 80,000	\$ -	\$ -
	406344 FIRE BUILDINGS		\$ 80,000	\$ 80,000	\$ -	\$ -
	FIR FIRE		\$ 1,136,860	\$ 1,136,860	\$ 47,500	\$ -
GC	Golf Course					
	788 SYLVAN GLEN CAPITAL					
		7975.120 Roof Replacement	\$ -	\$ 52,000	\$ -	\$ -
	GC GOLF COURSE		\$ -	\$ 52,000	\$ -	\$ -
LIB	Library					
	401790 LIBRARY					
		7975.900 General Repairs	\$ 454,000	\$ 379,000	\$ -	\$ -
	LIB LIBRARY		\$ 454,000	\$ 379,000	\$ -	\$ -
MUS	Museum					
	401804 MUSEUM					
		7975.150 Barn Reserve	\$ 140,000	\$ -	\$ 140,000	\$ -
		7975.900 General Repairs	369,550	369,550	87,000	-
	MUS MUSEUM		\$ 509,550	\$ 369,550	\$ 227,000	\$ -

**CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS**

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
OGG	Other General Government					
	401265 CITY HALL					
		7975.010 Office Renovation	\$ 578,990	\$ 200,000	\$ 100,000	\$ 2,060
		7975.025 Facia-THJ	200,000	200,000	150,000	-
		7975.050 Emergency Repairs	200,000	60,000	200,000	-
	401265 CITY HALL		\$ 978,990	\$ 460,000	\$ 450,000	\$ 2,060
	401268 DISTRICT COURT					
		7975.145 Reserve/Court Building	\$ 120,000	\$ 10,000	\$ 144,000	\$ -
	401268 DISTRICT COURT		\$ 120,000	\$ 10,000	\$ 144,000	\$ -
	406265 CITY HALL					
		7975.165 City Hall	\$ -	\$ 190	\$ -	\$ -
	406265 CITY HALL		\$ -	\$ 190	\$ -	\$ -
OGG	OTHER GENERAL GOVERNMENT		\$ 1,098,990	\$ 470,190	\$ 594,000	\$ 2,060
POL	Police					
	401305 POLICE ADMINISTRATION					
		7975.010 Office Renovation	\$ 1,310,000	\$ 1,310,000	\$ 27,000	\$ 560
	401305 POLICE ADMINISTRATION		\$ 1,310,000	\$ 1,310,000	\$ 27,000	\$ 560
	406305 POLICE/FIRE ADMINISTRATION					
		7975.155 Administration Building	\$ 2,530,000	\$ 2,530,040	\$ -	\$ -
	406305 POLICE/FIRE ADMINISTRATION		\$ 2,530,000	\$ 2,530,040	\$ -	\$ -
	POL POLICE		\$ 3,840,000	\$ 3,840,040	\$ 27,000	\$ 560

**CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS**

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
REC	Parks and Recreation					
	401755 COMMUNITY CENTER					
		7975.125 Annex Renovation	\$ -	\$ -	\$ 64,000	\$ 1,700
	401755 COMMUNITY CENTER		\$ -	\$ -	\$ 64,000	\$ 1,700
	407755 COMMUNITY CENTER					
		7975.170 Community Center	\$ -	\$ 101,000	\$ -	\$ -
	407755 COMMUNITY CENTER		\$ -	\$ 101,000	\$ -	\$ -
REC	PARKS AND RECREATION		\$ -	\$ 101,000	\$ 64,000	\$ 1,700
STS	Streets					
	401464 PUBLIC WORKS ADMINISTRATION					
		7975.900 General Repairs	\$ 297,110	\$ 100,000	\$ 248,000	\$ -
	401464 PUBLIC WORKS ADMINISTRATION		\$ 297,110	\$ 100,000	\$ 248,000	\$ -
	STS STREETS		\$ 297,110	\$ 100,000	\$ 248,000	\$ -
	975 BUILDINGS & IMPROVEMENTS		\$ 7,394,150	\$ 6,496,280	\$ 1,237,500	\$ 4,320
977 Equipment-Shop						
MP	Motor Pool					
	565 MOTOR POOL CAPITAL					
		7977 Equipment-Shop	\$ 16,250	\$ 16,000	\$ 16,250	\$ -
	MP MOTOR POOL		\$ 16,250	\$ 16,000	\$ 16,250	\$ -
	977 EQUIPMENT - SHOP		\$ 16,250	\$ 16,000	\$ 16,250	\$ -

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
978 Equipment-General						
AQC	Aquatic Center					
	789 AQUATIC CENTER CAPITAL					
	AQC AQUATIC CENTER	7978.010 General	\$ 50,000	\$ 25,000	\$ 50,000	\$ 1,030
			\$ 50,000	\$ 25,000	\$ 50,000	\$ 1,030
ENG	Engineering					
	401444 GENERAL ENGINEERING					
	ENG ENGINEERING	7978.010 General	\$ 9,520	\$ 9,520	\$ 7,000	\$ -
			\$ 9,520	\$ 9,520	\$ 7,000	\$ -
FIN	Finance					
	401267 CATV - COMMUNITY AFFAIRS					
	FIN FINANCE	7978.010 General	\$ 79,200	\$ 50,000	\$ 35,000	\$ -
			\$ 79,200	\$ 50,000	\$ 35,000	\$ -
GC	Golf Course					
	788 SYLVAN GLEN CAPITAL					
	GC GOLF COURSE	7978.010 General	\$ 74,000	\$ 70,000	\$ 73,000	\$ 1,500
			\$ 74,000	\$ 70,000	\$ 73,000	\$ 1,500
MUS	Museum					
	401804 MUSEUM					
		7978.010 General	\$ -	\$ 230	\$ 5,000	\$ -
		7978.100 Artifacts	11,570	11,570	10,000	-
	MUS MUSEUM		\$ 11,570	\$ 11,800	\$ 15,000	\$ -

**CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS**

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
OGG	Other General Government					
	401265 CITY HALL					
		7978.010 General	\$ -	\$ -	\$ 20,000	\$ -
	401265 CITY HALL		\$ -	\$ -	\$ 20,000	\$ -
	401532 RECYCLING					
		7978.010 General	\$ 20,000	\$ -	\$ -	\$ -
	401532 RECYCLING		\$ 20,000	\$ -	\$ -	\$ -
OGG	OTHER GENERAL GOVERNMENT		\$ 20,000	\$ -	\$ 20,000	\$ -
POL	Police					
	325 COMMUNICATIONS					
		7978.010 General	\$ -	\$ -	\$ 46,000	\$ -
		7978.020 Communications	44,700	44,700	-	-
	325 COMMUNICATIONS		\$ 44,700	\$ 44,700	\$ 46,000	\$ -
	401305 POLICE ADMINISTRATION					
		7978.065 Drug Enforcement	\$ 48,000	\$ 48,000	\$ 119,480	\$ -
	401305 POLICE ADMINISTRATION		\$ 48,000	\$ 48,000	\$ 119,480	\$ -
	401315 POLICE UNIFORM PATROL					
		7978.010 General	\$ 71,200	\$ 63,800	\$ 88,900	\$ -
	401315 POLICE UNIFORM PATROL		\$ 71,200	\$ 63,800	\$ 88,900	\$ -
	POL POLICE		\$ 163,900	\$ 156,500	\$ 254,380	\$ -

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
REC	Parks and Recreation					
	401752 PARKS & REC ADMINISTRATION					
		7978.010 General	\$ 21,090	\$ 10,000	\$ 20,000	\$ -
	401752 PARKS & REC ADMINISTRATION		\$ 21,090	\$ 10,000	\$ 20,000	\$ -
	401755 COMMUNITY CENTER					
		7978.045 Annex Equipment	\$ 25,000	\$ 25,000	\$ 482,000	\$ 9,000
	401755 COMMUNITY CENTER		\$ 25,000	\$ 25,000	\$ 482,000	\$ 9,000
	401756 MUNICIPAL GROUNDS					
		7978.010 General	\$ 15,000	\$ 15,000	\$ 10,000	\$ -
	401756 MUNICIPAL GROUNDS		\$ 15,000	\$ 15,000	\$ 10,000	\$ -
	REC PARKS AND RECREATION		\$ 61,090	\$ 50,000	\$ 512,000	\$ 9,000
STS	Streets					
	401448 STREET LIGHTING					
		7978.010 General	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
	401448 STREET LIGHTING		\$ 20,000	\$ 20,000	\$ 20,000	\$ -
	401464 PUBLIC WORKS ADMINISTRATION					
		7978.010 General	\$ 91,510	\$ 50,000	\$ -	\$ -
	401464 PUBLIC WORKS ADMINISTRATION		\$ 91,510	\$ 50,000	\$ -	\$ -
	STS STREETS		\$ 111,510	\$ 70,000	\$ 20,000	\$ -

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
WAT	Water					
	555 WATER FUND CAPITAL					
		7978.010 General	\$ 93,000	\$ 90,000	\$ 39,400	\$ -
	555 WATER FUND CAPITAL		\$ 93,000	\$ 90,000	\$ 39,400	\$ -
	WAT WATER		\$ 93,000	\$ 90,000	\$ 39,400	\$ -
	978 EQUIPMENT - GENERAL		\$ 673,790	\$ 532,820	\$ 1,025,780	\$ 11,530
979 Equipment-Vehicle						
FIR	Fire					
	338 FIRE OPERATIONS					
		7979 Equipment-Vehicle	\$ 15,050	\$ 15,050	\$ -	\$ -
	338 FIRE OPERATIONS		\$ 15,050	\$ 15,050	\$ -	\$ -
	FIR Fire		\$ 15,050	\$ 15,050	\$ -	\$ -
POL	Police					
	315 UNIFORM PATROL					
		7979 Equipment-Vehicle	\$ 28,000	\$ 28,000	\$ 28,000	\$ -
	315 UNIFORM PATROL		\$ 28,000	\$ 28,000	\$ 28,000	\$ -

**CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS**

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
401315 POLICE UNIFORM PATROL		7979.010 Vehicle	\$ 16,200	\$ -	\$ -	\$ -
401315 POLICE UNIFORM PATROL			\$ 16,200	\$ -	\$ -	\$ -
POL POLICE			\$ 44,200	\$ 28,000	\$ 28,000	\$ -
979 EQUIPMENT - VEHICLE			\$ 59,250	\$ 43,050	\$ 28,000	\$ -
980 Equipment-Office						
BIN Building Inspection						
401371 BUILDING INSPECTION		7980.010 Office Equipment & Furniture	\$ 56,220	\$ 10,000	\$ -	\$ -
401371 BUILDING INSPECTION			\$ 56,220	\$ 10,000	\$ -	\$ -
BIN BUILDING INSPECTION			\$ 56,220	\$ 10,000	\$ -	\$ -
ENG Engineering						
444 ENGINEERING - GENERAL		7980.030 Computer Software	\$ 14,000	\$ 14,000	\$ 18,400	\$ -
444 ENGINEERING - GENERAL			\$ 14,000	\$ 14,000	\$ 18,400	\$ -
ENG ENGINEERING			\$ 14,000	\$ 14,000	\$ 18,400	\$ -

**CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS**

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
FIN	Finance					
	401233 PURCHASING					
		7980.010 Office Equipment & Furniture	\$ 20,000	\$ 20,000	\$ -	\$ -
	401233 PURCHASING		\$ 20,000	\$ 20,000	\$ -	\$ -
	401253 TREASURER					
		7980.010 Office Equipment & Furniture	\$ 9,700	\$ 5,000	\$ 5,000	\$ -
	401253 TREASURER		\$ 9,700	\$ 5,000	\$ 5,000	\$ -
	401267 COMMUNITY AFFAIRS / CATV					
		7980.010 Office Equipment & Furniture	\$ 60,000	\$ 20,000	\$ 15,000	\$ -
	401267 COMMUNITY AFFAIRS / CATV		\$ 60,000	\$ 20,000	\$ 15,000	\$ -
	FIN FINANCE		\$ 89,700	\$ 45,000	\$ 20,000	\$ -
FIR	Fire					
	338 FIRE OPERATIONS					
		7980.020 Computer Equipment	\$ 50,000	\$ 40,000	\$ 40,000	\$ -
	338 FIRE OPERATIONS		\$ 50,000	\$ 40,000	\$ 40,000	\$ -
	FIR FIRE		\$ 50,000	\$ 40,000	\$ 40,000	\$ -
IS	Information Technology					
	401258 INFORMATION TECHNOLOGY					
		7980.020 Computer Equipment	\$ 339,365	\$ 100,000	\$ 135,000	\$ -

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

			2003	2003	2004	Estimated
ACTIVITY NAME			Budget	Projected	Budget	Annual
DESCRIPTION						Operating Cost
401258 INFORMATION TECHNOLOGY	7980.030	Computer Software	\$ 490,030	\$ 176,680	\$ 199,450	\$ 10,000
	7980.032	Computer Consulting	798,110	223,780	471,570	-
	7980.075	Plante & Moran	11,430	11,430	-	-
401258 INFORMATION TECHNOLOGY			\$ 1,638,935	\$ 511,890	\$ 806,020	\$ 10,000
IS INFORMATION TECHNOLOGY			\$ 1,638,935	\$ 511,890	\$ 806,020	\$ 10,000
LIB Library						
401790 LIBRARY						
	7980.010	Office Equipment & Furniture	\$ 141,010	\$ 141,010	\$ -	\$ -
401790 LIBRARY			\$ 141,010	\$ 141,010	\$ -	\$ -
LIB LIBRARY			\$ 141,010	\$ 141,010	\$ -	\$ -
MP Motor Pool						
565 MOTOR POOL CAPITAL						
	7980.030	Computer Software	\$ 11,150	\$ 10,350	\$ 11,050	\$ -
565 MOTOR POOL CAPITAL			\$ 11,150	\$ 10,350	\$ 11,050	\$ -
MP MOTOR POOL			\$ 11,150	\$ 10,350	\$ 11,050	\$ -

**CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS**

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
POL	Police					
	401325 POLICE COMMUNICATIONS					
		7980.030 Computer Software	\$ 300,610	\$ 105,000	\$ 61,300	\$ -
		7980.050 In Car Cameras	6,500	6,500	8,500	-
		7980.055 Radio Communications	50,800	50,800	181,940	8,100
	401325 POLICE COMMUNICATIONS		\$ 357,910	\$ 162,300	\$ 251,740	\$ 8,100
	POL POLICE		\$ 357,910	\$ 162,300	\$ 251,740	\$ 8,100
WAT	Water					
	555 WATER FUND CAPITAL					
		7980.010 Office Equipment & Furniture	\$ 5,000	\$ 5,000	\$ -	\$ -
		7980.020 Computer Equipment	500,000	250,000	30,000	-
	555 WATER FUND CAPITAL		\$ 505,000	\$ 255,000	\$ 30,000	\$ -
	WAT WATER		\$ 505,000	\$ 255,000	\$ 30,000	\$ -
	980 EQUIPMENT - OFFICE		\$ 2,863,925	\$ 1,189,550	\$ 1,177,210	\$ 18,100

**CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS**

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
981 Vehicles						
GC	Golf Course					
	788 SYLVAN GLEN CAPITAL					
		7981 Vehicles	\$ 26,000	\$ 26,000	\$ 26,000	\$ 2,650
	788 SYLVAN GLEN CAPITAL		\$ 26,000	\$ 26,000	\$ 26,000	\$ 2,650
	888 SANCTUARY LAKE CAPITAL					
MP	Motor Pool					
	565 MOTOR POOL CAPITAL					
		7981 Vehicles	\$ -	\$ 9,750	\$ 58,500	\$ 6,000
	888 SANCTUARY LAKE CAPITAL		\$ -	\$ 9,750	\$ 58,500	\$ 6,000
	GC GOLF COURSE		\$ 26,000	\$ 35,750	\$ 84,500	\$ 8,650
	565 MOTOR POOL CAPITAL					
		7981 Vehicles	\$ 1,333,000	\$ 1,129,316	\$ 1,349,000	\$ 138,640
	565 MOTOR POOL CAPITAL		\$ 1,333,000	\$ 1,129,316	\$ 1,349,000	\$ 138,640
	MP MOTOR POOL		\$ 1,333,000	\$ 1,129,316	\$ 1,349,000	\$ 138,640
	981 VEHICLES		\$ 1,359,000	\$ 1,165,066	\$ 1,433,500	\$ 147,290
984 Apparatus Replacement						

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
FIR	Fire					
		401338 FIRE VEHICLES				
		7984 Apparatus Replacement	\$ 380,000	\$ 380,000	\$ 400,000	\$ -
		401338 FIRE VEHICLES	\$ 380,000	\$ 380,000	\$ 400,000	\$ -
	FIR	FIRE	\$ 380,000	\$ 380,000	\$ 400,000	\$ -
		984 APPARATUS REPLACEMENT	\$ 380,000	\$ 380,000	\$ 400,000	\$ -
		989 Public Works Construction				
DRA	Drains					
		401516 DRAINS				
		7989.003055 Dashwood	\$ 327,160	\$ 600,000	\$ 75,000	\$ 780
		7989.003065 Lovington	30,000	30,000	10,000	100
		7989.013024 Streambank Stabilizatio	-	40,000	10,000	100
		7989.1000 Drains & Retention Pond	1,451,750	325,260	1,156,000	12,010
		401516 DRAINS	\$ 1,808,910	\$ 995,260	\$ 1,251,000	\$ 12,990
	DRA	DRAINS	\$ 1,808,910	\$ 995,260	\$ 1,251,000	\$ 12,990
STS	Streets					
		401479 MAJOR ROADS				
		7989.001055 Maple-RTL Ext @Coolidge	\$ 5,000	\$ 20,000	\$ 10,000	\$ 80
		7989.001065 Coolidge LT Storage/I75	60,000	5,000	84,000	680
		7989.001075 Crooks LT Storage @ Kir	-	10,000	-	-
		7989.001085 Wattles RTL @ Forsyth	64,000	4,000	91,000	740

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
401479 MAJOR ROADS	7989.001095	Wattles RTL @ Coolidge	\$ 100,000	\$ 20,000	\$ 130,000	\$ 1,060
	7989.011035	Roch/South Blvd RTL	250,000	30,000	220,000	1,790
	7989.011055	BB/Rochester-Dequindre	3,120,000	20,000	4,300,000	34,990
	7989.011065	Wattles @ Rochester	15,000	2,000	15,000	120
	7989.021055	TDM Program Phase 1	60,000	-	60,000	490
	7989.021065	NB Roch RTL @ South	-	20,830	-	-
	7989.021106	I-75, 13Mi to M59	29,300	25,300	4,000	30
	7989.022015	Stepenson-14Mi to I75	40,000	30,000	510,000	4,150
	7989.022025	Dequindre-LL to Auburn	7,000	-	14,000	110
	7989.022035	John R-Long Lk to Sq Lk	625,000	175,000	150,000	1,220
	7989.022045	John R-Sq Lk to South	110,000	150,000	10,000	80
	7989.022055	Livernois-LL to Sq Lk	115,000	100,000	40,000	330
	7989.022065	Roch-Barclay to Trinway	275,000	100,000	175,000	1,420
	7989.200	Concrete Crack Sealing	75,000	75,000	200,000	1,630
	7989.500	Concrete Slab Replaceme	200,000	200,000	750,000	6,100
	7989.8000	Major Rd Const	3,314,490	-	-	-
	7989.892065	Rochester- I-75 to Torp	-	335,000	-	-
	7989.909031	Maplelawn-Crooks to Map	2,350,000	1,585,000	1,750,000	14,240
	7989.921025	John R/14 Mile Medians	-	10,000	-	-
	7989.922025	Maple-Coolidge to Eton	-	100,000	25,000	200
	7989.922035	Long Lk-Carnaby to John	240,000	250,000	50,000	410
	7989.932076	Big Beaver-Adams/Coolid	-	100,000	200,000	1,630
	7989.941086	Crooks-Sq Lk to S Blvd	783,000	108,000	195,000	1,590
	7989.942035	Long Lk-John R to Deq	2,706,000	500,000	206,000	1,680
	7989.942045	Coolidge/Wattles Inter	750,000	25,000	725,000	5,900
	7989.952015	Livernois-Wattles/Long	200,000	285,000	-	-
	7989.991025	Coolidge-Derby to Glfw	-	-	250,000	2,030

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME		DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
401479 MAJOR ROADS	7989.991036	Dequindre-Wattles to Lo	\$ 400,000	\$ 350,000	\$ 100,000	\$ 810
	7989.991206	I-75 / Long Lk ramp	-	10,000	2,000,000	16,270
	7989.992035	Rochester-Torpey/Barcla	50,000	100,000	50,000	410
	7989.992055	Square Lk/John R Inter	590,000	-	200,000	1,630
	7989.992065	Sqyare Lk/Dequindre Int	835,000	50,000	50,000	410
	7989.992075	Big Beaver-Livernois/Ro	300,000	700,000	100,000	810
	401479 MAJOR ROADS		\$ 17,668,790	\$ 5,495,130	\$ 12,664,000	\$ 103,040
401499 LOCAL ROADS						
	7989.001021	Finch, Wattles to S	\$ -	\$ 5,000	\$ -	\$ -
	7989.001101	Harris Street	-	100	-	5,380
	7989.021025	Section 23 Overlays	1,000,000	500,000	500,000	-
	7989.021045	Section 7 Overlays	50,000	250,000	-	-
	7989.021061	Creston	101,000	202,000	-	-
	7989.021071	Larayne/Hillmore	425,000	250,000	50,000	540
	7989.021091	Walnut/Chestnut Hill	454,000	200,000	180,000	1,940
	7989.031011	Philatha Paving	-	45,000	10,000	110
	7989.041015	Randall, Livern/Tallman	-	-	125,000	1,350
	7989.041025	Section 18 Overlays	-	-	250,000	2,690
	7989.050	Local Road Construction	945,950	-	350,000	3,770
	7989.120	Crack Sealing	100,000	100,000	300,000	3,230
	7989.150	Pavement Mgt System	180,000	120,000	-	-
	7989.500	Concrete Slab Replaceme	100,000	100,000	500,000	5,380
	7989.939323	Daley-N of Big Beaver	-	2,500	-	-
	7989.991041	Section 6 Seal Coats	410,000	-	500,000	5,380
	7989.991155	Section 36 Overlays	-	2,500	-	-
401499 LOCAL ROADS			\$ 3,765,950	\$ 1,777,100	\$ 2,765,000	\$ 29,770
401513 SIDEWALKS						
	7989.650	New Construction	\$ 110,000	\$ 300,000	\$ 550,000	\$ -
	7989.700	Replacement Program	1,179,840	400,000	550,000	-
	7989.926055	John R-E Side, Laurel/Tucker	-	44,110	-	-
401513 SIDEWALKS			\$ 1,289,840	\$ 744,110	\$ 1,100,000	\$ -

CITY OF TROY
CAPITAL EXPENDITURES
ALL FUNDS

ACTIVITY NAME	DESCRIPTION	2003 Budget	2003 Projected	2004 Budget	Estimated Annual Operating Cost
401520 TRAFFIC SIGNALS	7989.600 Traffic Signals	\$ 225,290	\$ 200,000	\$ 200,000	\$ -
401520 TRAFFIC SIGNALS		\$ 225,290	\$ 200,000	\$ 200,000	\$ -
STS STREETS		\$22,949,870	\$ 8,216,340	\$16,729,000	\$ 132,810
989 PUBLIC WORKS CONSTRUCTION		\$24,758,780	\$ 9,211,600	\$17,980,000	\$ 145,800
Operating Transfer Out		\$ 1,408,000	\$ 1,408,000	\$ 3,100,000	\$ -
CAPITAL EXPENDITURES		\$57,454,760	\$ 29,297,066	\$37,942,840	\$ 432,420

CITY OF TROY
PROP. B POLICE-FIRE FAC. FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Interest and Rents	\$ 32,744	\$ 10,230	\$ 10,000	\$ -
Other Revenue	14,500,000	-	-	-
Operating Transfer In	-	2,600,000	2,600,000	-
REVENUE	\$ 14,532,744	\$ 2,610,230	\$ 2,610,000	\$ -
<u>EXPENDITURES</u>				
Capital Outlay	\$ 9,568,047	\$ 2,610,230	\$ 2,610,000	\$ -
EXPENDITURES	\$ 9,568,047	\$ 2,610,230	\$ 2,610,000	\$ -
Revenue Over (Under) Expenditures	\$ 4,964,697	\$ -	\$ -	\$ -

CITY OF TROY
PROP. C RECREATION FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Interest and Rents	\$ 14,486	\$ -	\$ -	\$ -
Other Revenue	13,725,000	-	-	-
Operating Transfer In	-	400,000	400,000	-
REVENUE	\$ 13,739,486	\$ 400,000	\$ 400,000	\$ -
<u>EXPENDITURES</u>				
Capital Outlay	\$ 6,524,201	\$ 629,000	\$ 400,000	\$ -
EXPENDITURES	\$ 6,524,201	\$ 629,000	\$ 400,000	\$ -
Revenue Over (Under) Expe	\$ 7,215,285	\$ (229,000)	\$ -	\$ -

CITY OF TROY
SPECIAL ASSESSMENT FUND
REVENUE AND EXPENDITURES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Interest and Rents	\$ 315,284	\$ 240,000	\$ 300,000	\$ 200,000
Other Revenue	533,088	1,794,990	1,735,070	233,380
REVENUE	\$ 848,372	\$2,034,990	\$ 2,035,070	\$ 433,380
<u>EXPENDITURES</u>				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
Debt Service	36,686	34,990	35,070	33,380
Operating Transfer Out	-	2,000,000	2,000,000	400,000
EXPENDITURES	\$ 36,686	\$2,034,990	\$ 2,035,070	\$ 433,380
Revenue Over (Under) Expenditures	\$ 811,686	\$ -	\$ -	\$ -

PARKS AND RECREATION/AQUATICS DIVISION
2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATION

- Conducts facility planning and development
- Works on intergovernmental projects
- Works on Capital improvement projects
- Marketing
- Staff assignments
- Park planning and development
- Prepares and administers department budget
- Sponsorship and donations

AQUATICS DIVISION

- Operates the Troy Family Aquatic Center
- Processes more than 38,000 admissions annually
- Offers classes including: Jr. Lifeguarding, Learn To Swim and preschool swimming lessons
- Provides group rentals to residents, businesses and school groups
- Provides more than 15 special events during the summer including cooperative teen program

PARKS AND RECREATION/AQUATICS DIVISION
2004/05 AQUATIC CENTER FUND REVENUE AND EXPENSES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
REVENUE				
Charges for Service	\$ 383,390	\$ 410,000	\$ 431,620	\$ 420,000
Interest and Rents	33,848	27,300	28,000	28,300
Other Revenue	7	-	-	-
REVENUE	\$ 417,245	\$ 437,300	\$ 459,620	\$ 448,300
EXPENSES				
Personal Service Control	209,048	236,370	261,380	266,930
Supplies	26,628	33,100	33,940	33,300
Other Services/Charges	240,063	269,050	282,800	295,230
EXPENSES	\$ 475,739	\$ 538,520	\$ 578,120	\$ 595,460
Revenue Over (Under) Expenses	\$ (58,494)	\$ (101,220)	\$ (118,500)	\$ (147,160)
CAPITAL OUTLAY	\$ 11,684	\$ 25,000	\$ 50,000	\$ 50,000

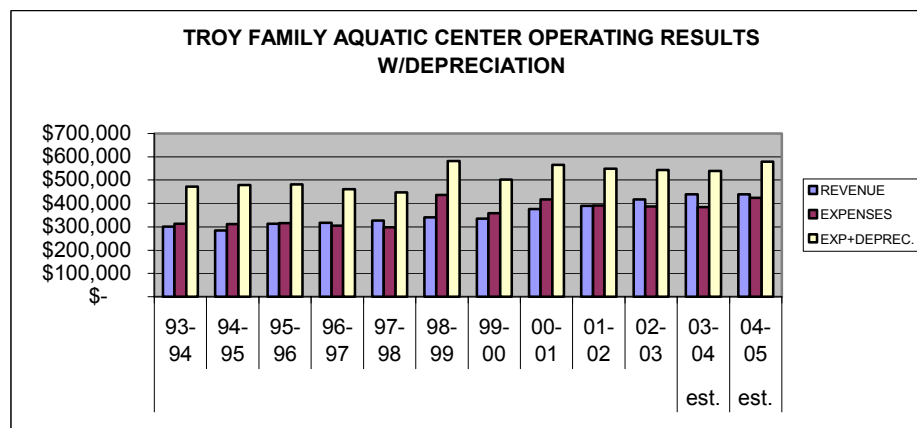
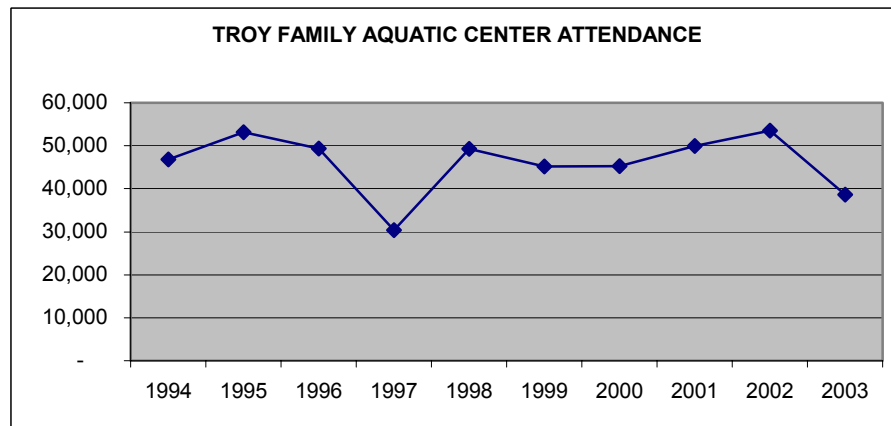
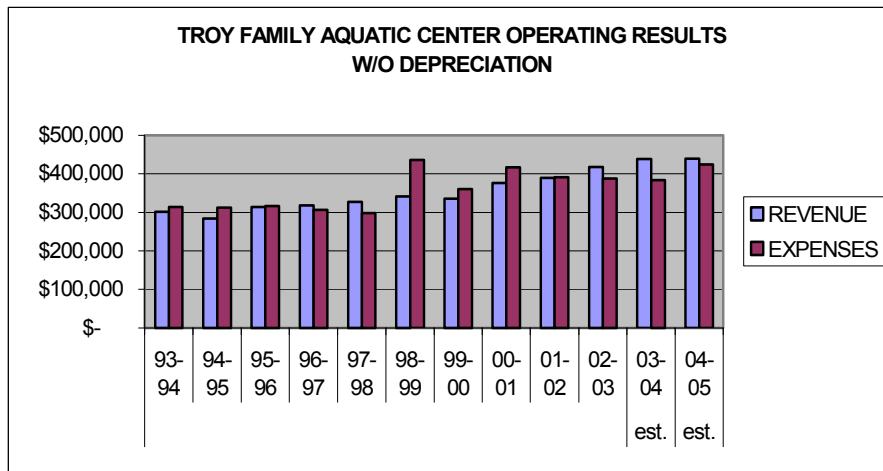
PARKS AND RECREATION/AQUATICS DIVISION
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Personal Services	\$242,938	\$209,048	\$236,370	\$261,380	\$266,930	2.1%
Supplies	22,592	26,628	33,100	33,940	33,300	-1.9
Other Services/Charges	268,646	240,063	269,050	282,800	295,230	4.4
TOTAL DEPARTMENT	\$534,176	\$475,739	\$538,520	\$578,120	\$595,460	3%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Aquatic Center	1/3	74	1/3	74	1/3	74	1/3	74
TOTAL DEPARTMENT	1/3	74	1/3	74	1/3	74	1/3	74

PARKS AND RECREATION/AQUATICS DIVISION

2004/05 KEY DEPARTMENTAL TRENDS



PARKS AND RECREATION/AQUATICS DIVISION
2004/05 SERVICE STATEMENT

The Aquatics Division offers programs to enrich the lives of Troy residents and area businesses, and to provide family recreation and education at the Troy Family Aquatic Center.

More than 85,000 residents, non-resident employees, non-residents and their guests have the opportunity to enjoy the many amenities including: water slides, volleyball courts, food concessions, a play area and recreation swimming. Special events and classes are offered for a variety of ages.

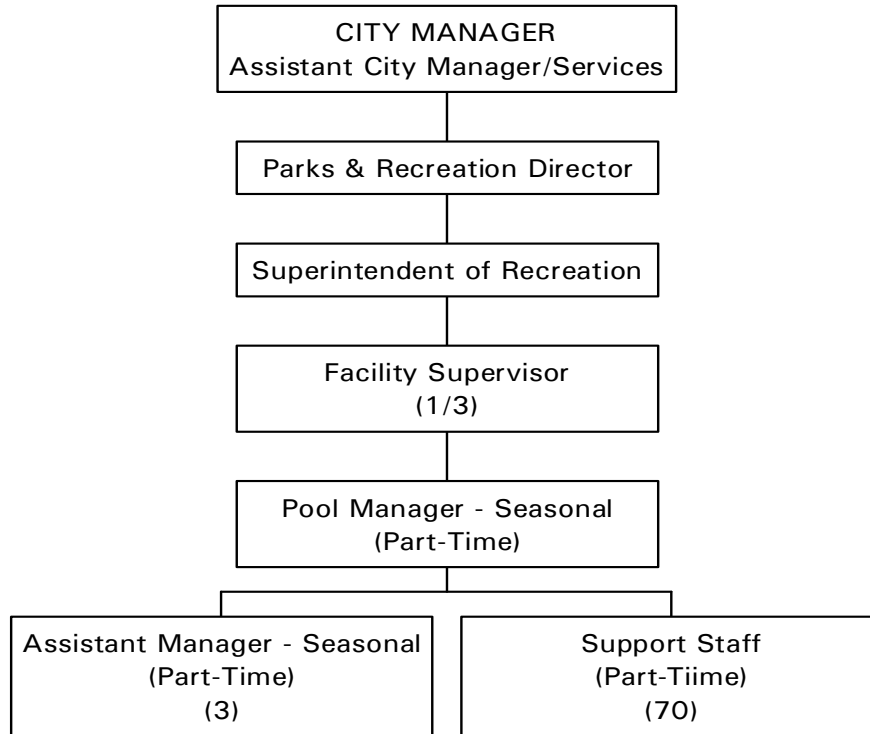
The Aquatics Division is part of the Parks and Recreation Department. The mission is to provide quality swim lessons, special events and recreational swimming opportunities.

PARKS AND RECREATION/AQUATICS DIVISION
2004/05 PERFORMANCE OBJECTIVES

- | | |
|---|--|
| <p>1. Operate facility with revenue exceeding expenditures less depreciation. (Staff Objective 9)</p> | <p>2. Work with Community Affairs Department to effectively market the facility to the public, within resources available. (Staff Objective 9)</p> |
|---|--|

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Aquatic Center admissions	38,578	48,000	52,060	49,000
Season pass attendance	18,496	32,000	38,400	35,000
Daily pass/Guest pass	19,253	14,800	13,400	15,400
Birthday party attendance	195	225	260	260

PARKS AND RECREATION/AQUATICS DIVISION
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	APPROVED 2004/05
Facility Supervisor	1/3	1/3	1/3
Pool Manager-Seasonal (Part-Time)	1	1	1
Assistant Manager – Seasonal (Part-Time)	3	3	3
Support Staff (Part-Time)	70	70	70
TOTAL DEPARTMENT	74 1/3	74 1/3	74 1/3

PARKS AND RECREATION/AQUATICS DIVISION
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES –2004/05 BUDGET COMPARED TO 2003/04 BUDGET

REVENUES:

Revenue estimates were decreased to reflect a more realistic figure based on past history and the seasonal business. Aquatic programs were increased to reflect the additional swim lessons.

PERSONAL SERVICES:

The Personal Services budget shows a slight increase due to the additional swim lesson offered. Year-end is lower since the facility was closed and staff sent home on slower days.

BUILDING MAINTENANCE SUPPLIES:

Raised slightly to more accurately reflect trend.

BUILDING MAINTENANCE SERVICE:

Building Maintenance Service continues to show a lower than budgeted amount. Decreased amount estimated.

WATER:

Water use increased from past estimates.

CAPITAL:

Capital expenditures will be based on revenue/expenditure actual figures.

PARKS AND RECREATION/GOLF DIVISION

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

DEPARTMENT ADMINISTRATION

- Conducts facility planning and development
- Works on intergovernmental projects
- Capital improvement projects
- Grants
- Marketing
- Staff assignments
- Park planning and development
- Prepares and administers department budget
- Sponsorship and donations

GOLF DIVISION

- Provides quality customer service
- Operates two municipal golf operations
- Acts as liaison with restaurant operations
- Provides for repairs and improvements to courses
- Maintains winter ski trail and sledding area
- Offers quality tournament program for City residents
- Offers a full practice facility at Sanctuary Lake golf course
- Will open new 18 hole course this fiscal year

PARKS AND RECREATION/GOLF DIVISION
2004/05 GOLF COURSE FUNDS – REVENUE AND EXPENSES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
REVENUE				
Sylvan Glen				
Charges for Services	\$ 1,201,817	\$ 1,225,000	\$ 1,289,530	\$ 1,264,410
Interest and Rents	112,639	83,000	90,000	85,000
Other Revenue	16,057	-	-	-
Operating Transfer In	180,690	55,900	11,530	185,520
REVENUE	\$ 1,511,203	\$ 1,363,900	\$ 1,391,060	\$ 1,534,930
EXPENSES				
Sylvan Glen Greens				
Personal Service Control	\$ 412,835	\$ 414,520	\$ 432,060	\$ 428,960
Supplies	196,779	161,610	153,200	155,100
Other Services/Charges	302,893	293,180	306,830	315,540
SYLVAN GLEN GREENS	\$ 912,507	\$ 869,310	\$ 892,090	\$ 899,600
Sylvan Glen Pro Shop				
Personal Service Control	\$ 225,563	\$ 222,450	\$ 224,950	\$ 180,220
Supplies	38,612	47,590	55,350	42,700
Other Services/Charges	69,805	74,320	73,670	93,410
SYLVAN GLEN PRO SHOP	\$ 333,980	\$ 344,360	\$ 353,970	\$ 316,330
EXPENSES	\$ 1,246,487	\$ 1,213,670	\$ 1,246,060	\$ 1,215,930
Revenue Over (Under) Expenses	\$ 264,716	\$ 150,230	\$ 145,000	\$ 319,000
SYLVAN GLEN CAPITAL				
CAPITAL OUTLAY	\$ 217,552	\$ 150,230	\$ 145,000	\$ 319,000

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
REVENUE				
Sanctuary Lake Golf Course				
Charges for Services	\$ -	\$ 255,550	\$ 102,000	\$ 1,725,400
Interest and Rents	-	9,100	1,000	61,000
REVENUE	\$ -	\$ 264,650	\$ 103,000	\$ 1,786,400
EXPENSES				
Sanctuary Lake Greens				
Personal Service Control	\$ -	\$ -	\$ -	\$ 55,660
Supplies	-	-	-	118,480
Other Services/Charges	-	67,970	-	578,020
SANCTUARY LAKE GREENS	\$ -	\$ 67,970	\$ -	\$ 752,160
Sanctuary Lake Golf Course Pro Shop				
Personal Service Control	\$ -	\$ 36,010	\$ 38,940	\$ 203,390
Supplies	-	19,800	5,800	43,900
Other Services/Charges	-	21,380	14,170	69,970
Debt Service	-	-	-	559,000
SANCTUARY LAKE PRO SHOP	\$ -	\$ 77,190	\$ 58,910	\$ 876,260
EXPENSES	\$ -	\$ 145,160	\$ 58,910	\$ 1,628,420
Revenue Over (Under) Expenses	\$ -	\$ 119,490	\$ 44,090	\$ 157,980
SANCTUARY LAKE CAPITAL				
CAPITAL OUTLAY	\$ -	\$ 9,750	\$ -	\$ 88,500

PARKS AND RECREATION/GOLF DIVISION
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Sylvan Glen Greens	\$853,995	\$912,507	\$869,310	\$892,090	\$899,600	.8%
Sylvan Glen Pro Shop	340,820	333,980	344,360	353,970	316,330	-10.6
Sanctuary Lake Greens	0	0	77,190	0	752,160	0
Sanctuary Lake Pro Shop	0	0	67,970	58,910	876,260	0
TOTAL DEPARTMENT	\$1,194,815	\$1,246,487	\$1,358,830	\$1,304,970	\$2,844,350	0
Personal Services	\$618,968	\$638,398	\$672,980	\$695,950	\$868,230	124.8%
Supplies	227,760	235,391	229,000	214,350	360,180	168
Other Services/Charges	348,087	372,698	456,850	394,670	1,615,940	0
TOTAL DEPARTMENT	\$1,194,815	\$1,246,487	\$1,358,830	\$1,304,970	\$2,844,350	0

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Pro Shop	1	19	1	20	1	20 *	1 *	39 *
Greens	3	16	3	17	3	16	3	15
TOTAL DEPARTMENT	4	35	4	37	4	36	4	54

*Denotes staffing at Sylvan Glen and Sanctuary Lake golf courses.

PARKS AND RECREATION/GOLF DIVISION
2004/05 SERVICE AND MISSION STATEMENTS

SERVICE STATEMENT:

The Golf Division is part of the Parks and Recreation Department and operates Sylvan Glen Golf Course and Sanctuary Lake Golf Course. With Sylvan Glen, the Golf Division provides an opportunity for over 50,000 rounds of golf annually, consisting of open play, league play, and outings. Sanctuary Lake offers a full service practice facility and in the summer of 2004 the facility will be fully operational, increasing the availability of golf in the community. The Golf Division is a full service operation, providing golf lessons, facility maintenance, mechanical repairs, pro shop operations, and restaurant and banquet opportunities and course improvements. In the winter months, cross-country skiing and sledding is available at Sylvan Glen.

MISSION STATEMENT:

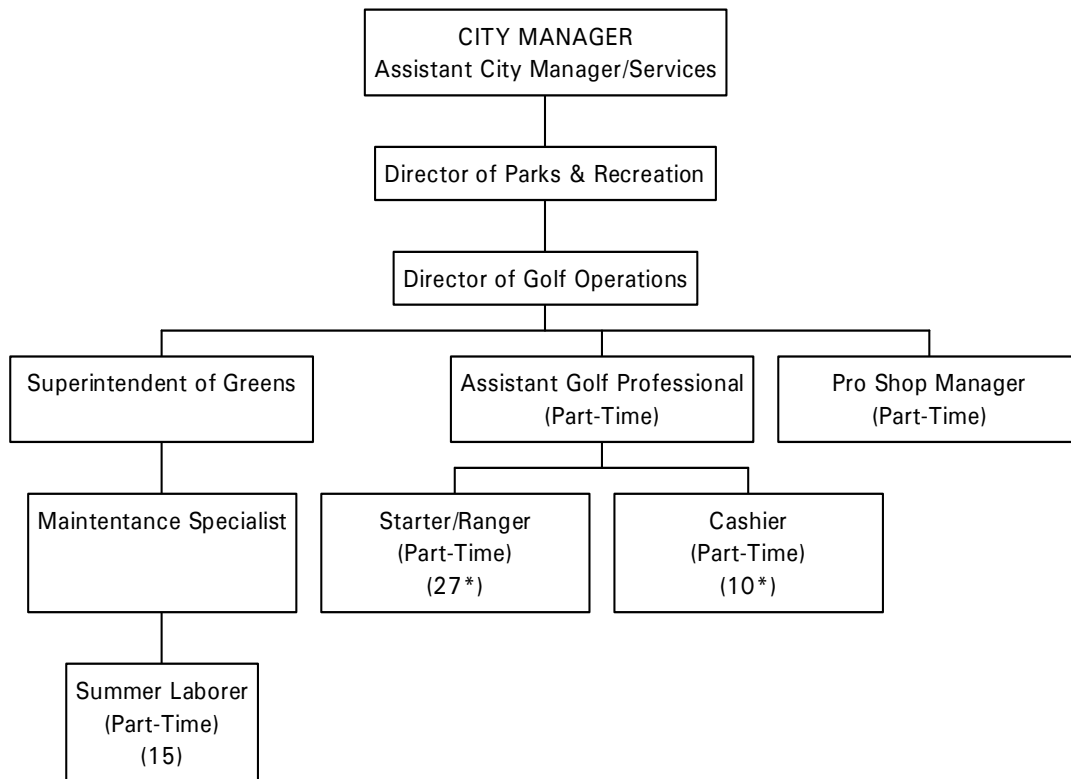
It is the mission of the Golf Division to provide a quality golf experience for area residents and businesses.

PARKS AND RECREATION/GOLF DIVISION
2004/05 PERFORMANCE OBJECTIVES

- | | |
|---|--|
| 1. Open and operate Sanctuary Lake golf course. (Staff Objective 3)
2. Develop policies and procedures for Sanctuary Lake golf course. (Staff Objective 3)
3. Develop new league and outing programs. (Staff Objective 3) | 4. Strengthen customer relations for both Sylvan Glen and Sanctuary Lake golf courses. (Staff Objective 3, 4)
5. Implement new tournament program for Sanctuary Lake. (Staff Objective 3)
6. Develop a teaching program to provide instruction to all levels of ability. (Staff Objective 3) |
|---|--|

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
SYLVAN GLEN				
Rounds of Golf	53,410	55,560	59,210	56,030
Cart and Club Rentals	\$243,281	\$268,320	\$261,680	\$266,570
Pro-Shop Sales	\$58,910	\$48,200	\$48,000	\$50,000
SANCTUARY LAKE				
Sanctuary Lake Range Sales	--0--	\$75,000	\$100,000	\$150,000
Sanctuary Lake Pro-Shop Sales	--0--	\$2,000	\$2,000	\$50,000
Rounds of Golf	--0--	4,010	--0--	40,030
Cart Rentals	--0--	\$50,350	--0--	\$505,400

PARKS AND RECREATION/GOLF DIVISION
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY			
	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Director of Golf Operations	1	1	1 *
Assistant Golf Professional (Part-Time)	1	1	1 *
Superintendent of Greens	1	1	1
Maintenance Specialist	2	2	2
Summer Laborer (Part-Time)	17	16	15
Cashier (Part-Time)	5	7	10 *
Starter Ranger (Part-Time)	13	11	27 *
Pro Shop Manager (Part-Time)	1	1	1
TOTAL DEPARTMENT	41	40 *	58 *

*Denotes staffing for both Sylvan Glen and Sanctuary Lake golf courses

PARKS AND RECREATION/GOLF DIVISION
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

Sylvan Glen

Total operating expenses decreased 2.4 percent because salaries for Pro Shop management staff were split between two facilities. Strong efforts by both greens and pro-shop departments accounted for the additional decrease in total operating expenses.

2003/2004 \$1,246,060

2004/2005 \$1,215,930

Sylvan Glen revenues are projected to exceed expenses by \$133,480 or 11 percent.

Sanctuary Lake

Beginning with the 2004/05 fiscal year daily operations will include both range and golf course operations.

Sanctuary Lake revenues are projected to exceed expenses by \$157,980 or 9.7 percent after debt service payments.

DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION
2004/05 FUNCTIONAL ORGANIZATIONAL CHART

**WATER & SEWER BILLING
AND ACCOUNTS**

- Provides billing and account management and administration
- Provides contact with field crews, transmits and receives all radio, pager, and cell phone calls through the base station
- Provides clerical support to the department

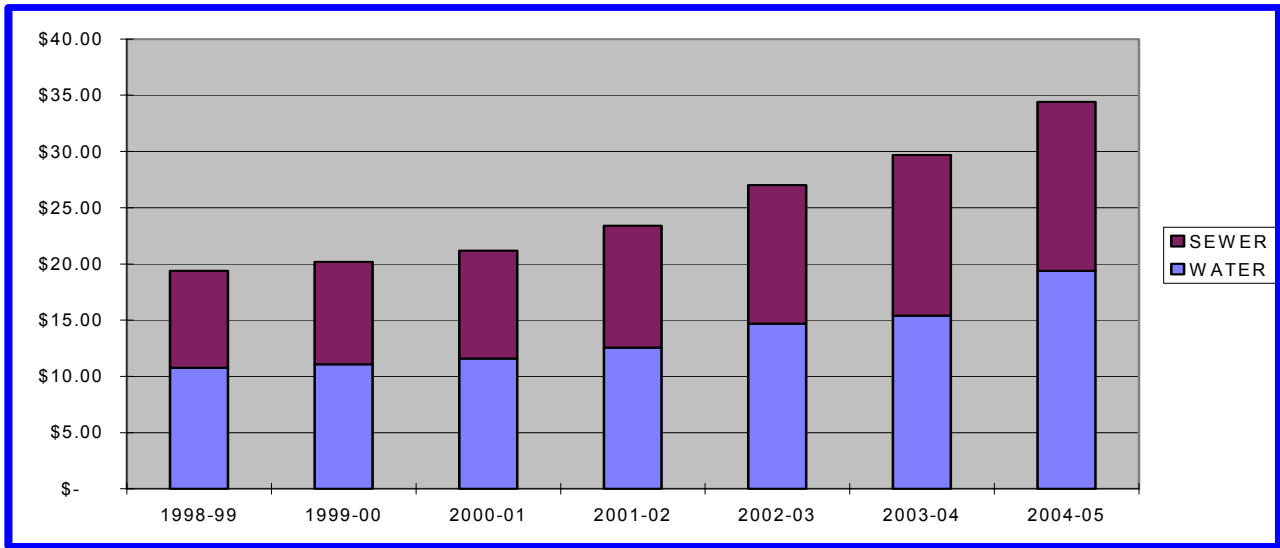
**WATER TRANSMISSION
AND DISTRIBUTION**

- Provides accurate and continuous readings of water meters
- Maintains water distribution system, including hydrants, services and meters
- Responds to citizen service requests and inquiries related to water quality questions, water pressure problems and water main construction
- Inspects, assists and supervises contractors in the maintenance of the water distribution system
- Inspects connections to the water supply in commercial buildings and enforces City Ordinances related to cross connection control

SEWER MAINTENANCE

- Maintains and repairs the sanitary sewer system
- Maintenance includes cleaning, televising, and repairing sanitary sewers and manholes
- Responds to service request calls related to the sanitary sewer system
- Inspects, assists and supervises subcontractors in the maintenance of the sanitary sewer system

**DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION
2004/05 WATER AND SEWER RATE HISTORY PER MCF**



	1998-99 RATES	1999-00 RATES	2000-01 RATES	2001-02 RATES	2002-03 RATES	2003-04 RATES	PROPOSED 2004-05 RATES	RATE ADJ.
WATER	\$ 10.75	\$ 11.06	\$ 11.60	\$ 12.56	\$ 14.68	\$ 15.40	\$ 19.40	\$ 4.00
SEWER	8.65	9.11	9.57	10.86	12.32	14.30	15.00	0.70
TOTAL RATE	\$ 19.40	\$ 20.17	\$ 21.17	\$ 23.42	\$ 27.00	\$ 29.70	\$ 34.40	\$ 4.70

DEPARTMENT OF PUBLIC WORKS
SEWER DIVISION
2004/05 SEWER FUND REVENUE AND EXPENSES

DESCRIPTION	2002 ACTUAL	2003 PROJECTED	2003 BUDGET	2004 BUDGET
REVENUES				
Sewer Fund Revenue				
Charges for Service	\$ 9,183,311	\$ 10,210,000	\$ 9,630,000	\$ 10,070,000
Interest and Rents	334,579	190,000	300,000	210,000
REVENUE	\$ 9,517,890	\$ 10,400,000	\$ 9,930,000	\$ 10,280,000
EXPENSES				
Sewer Administraion				
Personal Service Control	\$ 133,358	\$ 136,790	\$ 155,260	\$ 164,960
Supplies	153	100	100	100
Other Services/Charges	8,083,118	8,504,990	8,030,390	8,159,580
SEWER ADMINISTRATION	\$ 8,216,629	\$ 8,641,880	\$ 8,185,750	\$ 8,324,640
Sewer Maintenance				
Personal Service Control	\$ 344,868	\$ 356,860	\$ 534,100	\$ 380,210
Supplies	14,722	31,660	28,960	28,700
Other Services/Charges	202,243	223,090	273,610	245,490
Operating Transfer Out	850,200	802,790	897,960	830,140
SEWER MAINTENANCE	\$ 1,412,033	\$ 1,414,400	\$ 1,734,630	\$ 1,484,540
EXPENSES	\$ 9,628,662	\$ 10,056,280	\$ 9,920,380	\$ 9,809,180
Revenue Over (Under) Expenses	\$ (110,772)	\$ 343,720	\$ 9,620	\$ 470,820
SEWER FUND CAPITAL				
CAPITAL OUTLAY	\$ 1,812,800	\$ 336,000	\$ 3,379,600	\$ 2,294,600

DEPARTMENT OF PUBLIC WORKS
SEWER DIVISION
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Sewer Administration	\$6,853,994	\$8,212,629	\$8,641,880	\$8,185,750	\$8,324,640	1.7%
Sewer Maintenance	1,356,648	1,412,032	1,414,400	1,734,630	1,484,540	-14.4
TOTAL DEPARTMENT	\$8,210,642	\$9,628,661	\$10,056,280	\$9,920,380	\$9,809,180	-1.1%
Personal Services	\$488,318	\$478,226	\$493,650	\$689,360	\$545,170	-20.9%
Supplies	20,096	14,875	31,760	29,060	28,800	-0.1
Other Services/Charges	6,920,338	8,285,360	8,728,080	8,304,000	8,405,070	1.2
Transfer Out	781,890	850,200	802,790	897,960	830,140	-7.6
TOTAL DEPARTMENT	\$8,210,642	\$9,628,661	\$10,056,280	\$9,920,380	\$9,809,180	-1.1%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Sewer Division	16	0	16	0	16	0	16	0
TOTAL DEPARTMENT	16	0	16	0	16	0	16	0

DEPARTMENT OF PUBLIC WORKS
WATER DIVISION
2004/05 WATER FUND REVENUE AND EXPENSES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
REVENUE				
Charges for Service	\$ 11,295,566	\$ 11,208,500	\$ 10,295,500	\$ 13,151,000
Interest and Rents	404,796	267,500	448,000	296,000
REVENUE	\$ 11,700,362	\$ 11,476,000	\$ 10,743,500	\$ 13,447,000
EXPENSES				
Water Trans & Distr				
Personal Service Control	\$ 125,667	\$ 133,590	\$ 102,330	\$ 108,840
Supplies	4,425	50,000	100,000	53,000
Other Services/Charges	43,750	42,500	44,000	44,500
WATER TRANS & DISTR	\$ 173,842	\$ 226,090	\$ 246,330	\$ 206,340
Water Customer Installation				
Personal Service Control	\$ -	\$ 49,170	\$ 102,870	\$ 103,070
Supplies	-	500	500	500
Other Services/Charges	-	5,000	5,000	5,000
TER CUSTOMER INSTALLATION	\$ -	\$ 54,670	\$ 108,370	\$ 108,570
Water Contractors Service				
Personal Service Control	\$ 140,482	\$ 168,170	\$ 182,260	\$ 190,150
Supplies	2,145	3,500	3,000	3,500
Other Services/Charges	14,190	17,000	15,000	17,000
WATER CONTRACTORS SERVICE	\$ 156,817	\$ 188,670	\$ 200,260	\$ 210,650
Water Main Testing				
Personal Service Control	\$ 57,333	\$ 181,320	\$ 182,110	\$ 191,630
Supplies	-	500	500	500
Other Services/Charges	3,490	4,000	5,000	4,000
WATER MAIN TESTING	\$ 60,823	\$ 185,820	\$ 187,610	\$ 196,130
Maintenance of Mains				
Personal Service Control	\$ 261,523	\$ 209,140	\$ 187,420	\$ 211,570
Supplies	30,707	35,000	60,000	45,000
Other Services/Charges	105,371	88,000	88,000	98,000
MAINTENANCE OF MAINS	\$ 397,601	\$ 332,140	\$ 335,420	\$ 354,570
Maintenance of Services				
Personal Service Control	\$ 143,313	\$ 144,970	\$ 141,190	\$ 145,510
Supplies	13,060	30,000	21,000	21,000
Other Services/Charges	35,451	38,000	35,000	35,000
MAINTENANCE OF SERVICES	\$ 191,824	\$ 212,970	\$ 197,190	\$ 201,510

DEPARTMENT OF PUBLIC WORKS
WATER DIVISION
2004/05 WATER FUND REVENUE AND EXPENSES

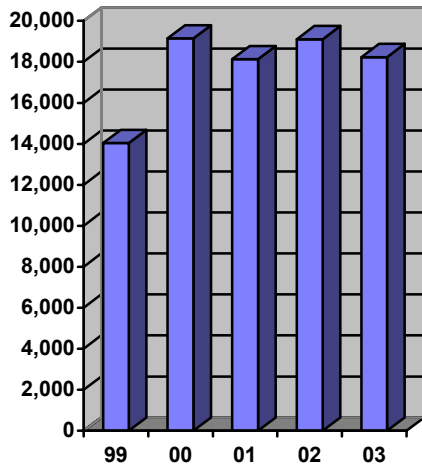
DESCRIPTION	2002 ACTUAL	2003 PROJECTED	2003 BUDGET	2004 BUDGET
Maintenance of Meters				
Personal Service Control	\$ 102,737	\$ 93,820	\$ 91,480	\$ 91,410
Supplies	78,547	90,000	150,000	120,000
Other Services/Charges	7,820	8,000	9,000	9,000
MAINTENANCE OF METERS	\$ 189,104	\$ 191,820	\$ 250,480	\$ 220,410
Maintenance of Hydrants				
Personal Service Control	\$ 165,585	\$ 201,410	\$ 244,530	\$ 239,420
Supplies	50,548	60,000	52,000	60,000
Other Services/Charges	36,440	40,000	40,000	40,000
MAINTENANCE OF HYDRANTS	\$ 252,573	\$ 301,410	\$ 336,530	\$ 339,420
Water Meters & Tap-Ins				
Personal Service Control	\$ 80,632	\$ 119,520	\$ 209,350	\$ 206,980
Supplies	26,624	60,000	90,000	80,000
Other Services/Charges	45,180	62,580	47,580	52,580
WATER METERS & TAP-INS	\$ 152,436	\$ 242,100	\$ 346,930	\$ 339,560
Water Meter Reading				
Personal Service Control	\$ 109,830	\$ 83,310	\$ 74,470	\$ 79,430
Supplies	-	-	500	200
Other Services/Charges	12,110	7,000	8,300	7,000
WATER METER READING	\$ 121,940	\$ 90,310	\$ 83,270	\$ 86,630
Water Accounting & Collecting				
Personal Service Control	\$ 28,278	\$ 13,100	\$ 30,640	\$ 15,280
Supplies	23,042	23,500	21,500	23,000
Other Services/Charges	8,492	15,000	20,000	15,750
WATER ACCOUNTING & COLLECTING	\$ 59,812	\$ 51,600	\$ 72,140	\$ 54,030
Water Administration				
Personal Service Control	\$ 383,592	\$ 348,840	\$ 410,220	\$ 359,980
Supplies	20,316	19,190	22,220	19,640
Other Services/Charges	8,004,819	8,519,240	7,828,340	10,703,810
Debt Service	49,014	17,450	17,000	-
WATER ADMINISTRATION	\$ 8,457,741	\$ 8,904,720	\$ 8,277,780	\$ 11,083,430
EXPENSES	\$ 10,214,513	\$ 10,982,320	\$ 10,642,310	\$ 13,401,250
Revenue Over (Under) Expenses	\$ 1,485,849	\$ 493,680	\$ 101,190	\$ 45,750
WATER FUND CAPITAL				
CAPITAL OUTLAY	\$ 3,285,483	\$ 4,127,900	\$ 8,911,000	\$ 5,534,400

DEPARTMENT OF PUBLIC WORKS
WATER DIVISION
2004/05 DEPARTMENT AT A GLANCE

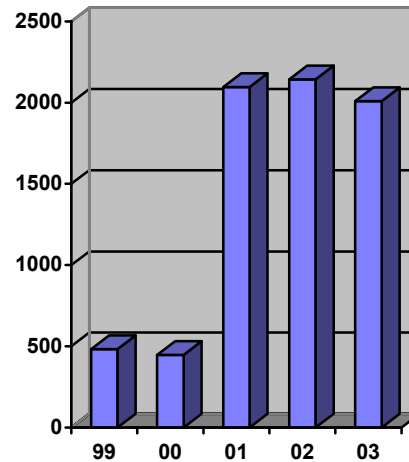
FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Transmission & Dist.	\$1,424,833	\$1,422,584	\$1,693,590	\$1,862,190	\$1,837,600	-1.3%
Accounting & Collecting	121,371	181,753	141,910	155,410	140,660	-9.5
Meters & Tap-ins	220,830	152,435	242,100	346,930	339,560	-2.1
Administration	7,048,086	8,457,741	8,904,720	8,277,780	11,083,430	33.9
TOTAL DEPARTMENT	\$8,815,120	\$10,214,513	\$10,982,320	\$10,642,310	\$13,401,250	25.9%
Personal Services	\$1,591,047	\$1,598,972	\$1,746,360	\$1,958,870	\$1,943,270	-0.1%
Supplies	341,943	249,414	372,190	521,220	426,340	-18.2
Other Services/Charges	6,799,505	8,317,113	8,846,320	8,145,220	11,031,640	35.4
Debt Service	82,625	49,014	17,450	17,000	0	0
TOTAL DEPARTMENT	\$8,815,120	\$10,214,513	\$10,982,320	\$10,642,310	\$13,401,250	25.9%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Water Division	19	6	19	6	19	6	19	6
TOTAL DEPARTMENT	19	6	19	6	19	6	19	6

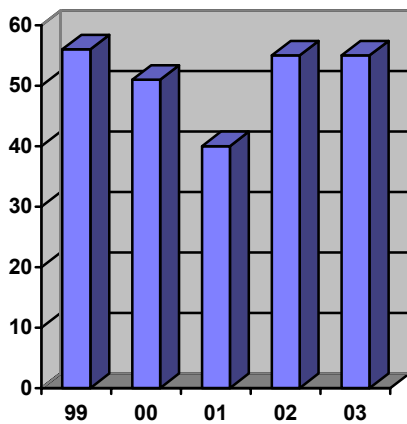
DEPARTMENT OF PUBLIC WORKS **WATER AND SEWER DIVISION** **2004/05 KEY DEPARTMENTAL TRENDS**



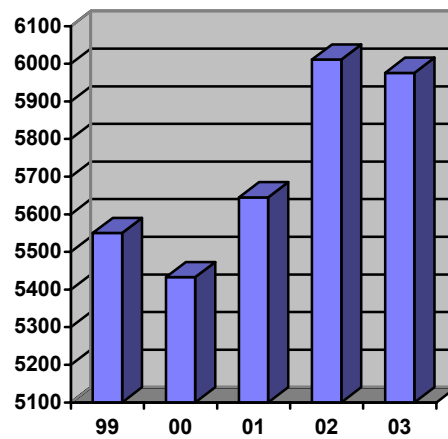
■ Requests for staking processed



■ Backflow preventor testing



■ Water main breaks



■ Fire hydrants winterized

DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION
2004/05 SERVICE STATEMENT

The Water and Sewer Division is dedicated to serve the residents of the City of Troy by ensuring that the quality of the drinking water is above all standards and the quantity of water needed to fight fires is never compromised.

The division is also dedicated to ensuring the safe and efficient discharge of wastewater to a waste treatment facility.

The services provided by this division are available 24 hours a day, 365 days a year. The staff is well trained and motivated to operate and maintain the system in the most efficient manner for the health, safety and welfare of the City's residents.

The Water Distribution Division is responsible for the accurate and continuous reading of residential, commercial, and industrial water meters. The maintenance and service of water meters, validation of high, low, or questionable reads, and testing for accuracy are important daily functions. Fire hydrants, gatewells, valves, and meter vaults are routinely inspected for repairs, cleaning, and structural integrity. Inspections are conducted at commercial and industrial establishments annually to check for cross connection violations, and the proper installation of backflow prevention devices. When necessary, violation notices are issued to those establishments not meeting City and State ordinances, rules and regulations. Follow-up visits are made to re-inspect for compliance.

The Sanitary Sewer Division is responsible for maintaining designed sewerage flows through the City-owned sanitary sewer system. The staff conducts regular thorough sewer inspections and continuously repairs and restores damaged structures and sewer lines. The sanitary sewer system is cleaned on a regular basis as part of a proactive maintenance program. Debris is removed from the system to prevent blockage.

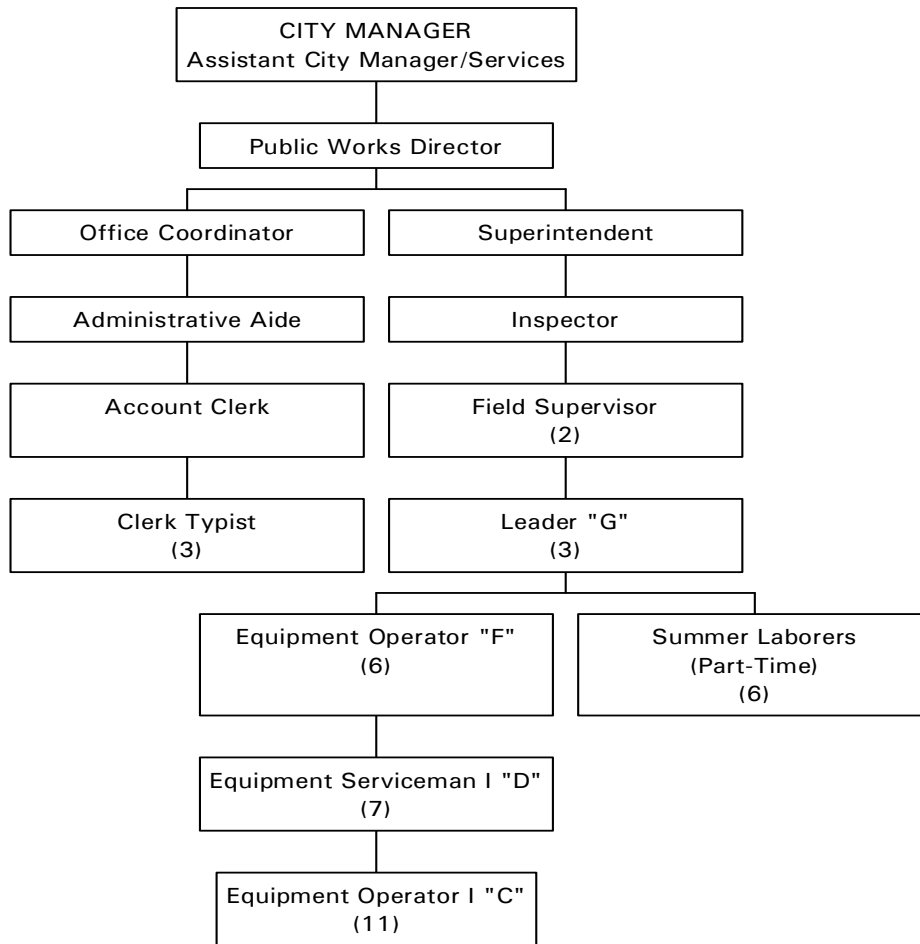
The office staff is responsible for preparing accurate water and sanitary sewer bills, and ensuring that they are mailed out to our customers in a timely fashion. They maintain the water billing system and all pertinent water and sewer records for every residential, commercial, and industrial establishment in the community. The office staff is, in most cases, the first contact our customers have with the division. These employees handle over 6,000 water and/or sewer related inquiries annually.

DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION
2004/05 PERFORMANCE OBJECTIVES

1. Complete installation of remote radio reading devices on commercial water meters. These units emit a radio frequency that transmits the water meter readings to a vehicle as it passes in proximity of the water meter. (Staff Objective 6)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Service Requests Received & Handled/Yearly	2,414	2,650	2,650	2,650
New Residential/Commercial Water Taps	222	200	180	180
New Residential/Commercial Water Meter Installations	251	250	250	200
Backflow Preventor Testing Compliance	1,365	1,500	1,500	1,500
Site Plans Reviewed	62	62	55	55
City of Detroit Water Bills Processed	12	12	12	12
Repaired Water Main Breaks	55	55	60	60
Valves Turned	6,634	6,650	6,650	6,650
Water Services Re-tapped	82	82	75	75
Miss Dig Teletypes Processed	18,229	19,000	19,000	19,000
Hydrants Winterized	5,976	6,100	6,100	6,100
Water Sample Testing	228	230	230	230
Sanitary sewers cleaned (in feet)	1,671,089	1,670,000	1,670,000	1,670,000
10 year meter exchanges	746	750	750	750

DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION
2004/05 ORGANIZATIONAL CHART



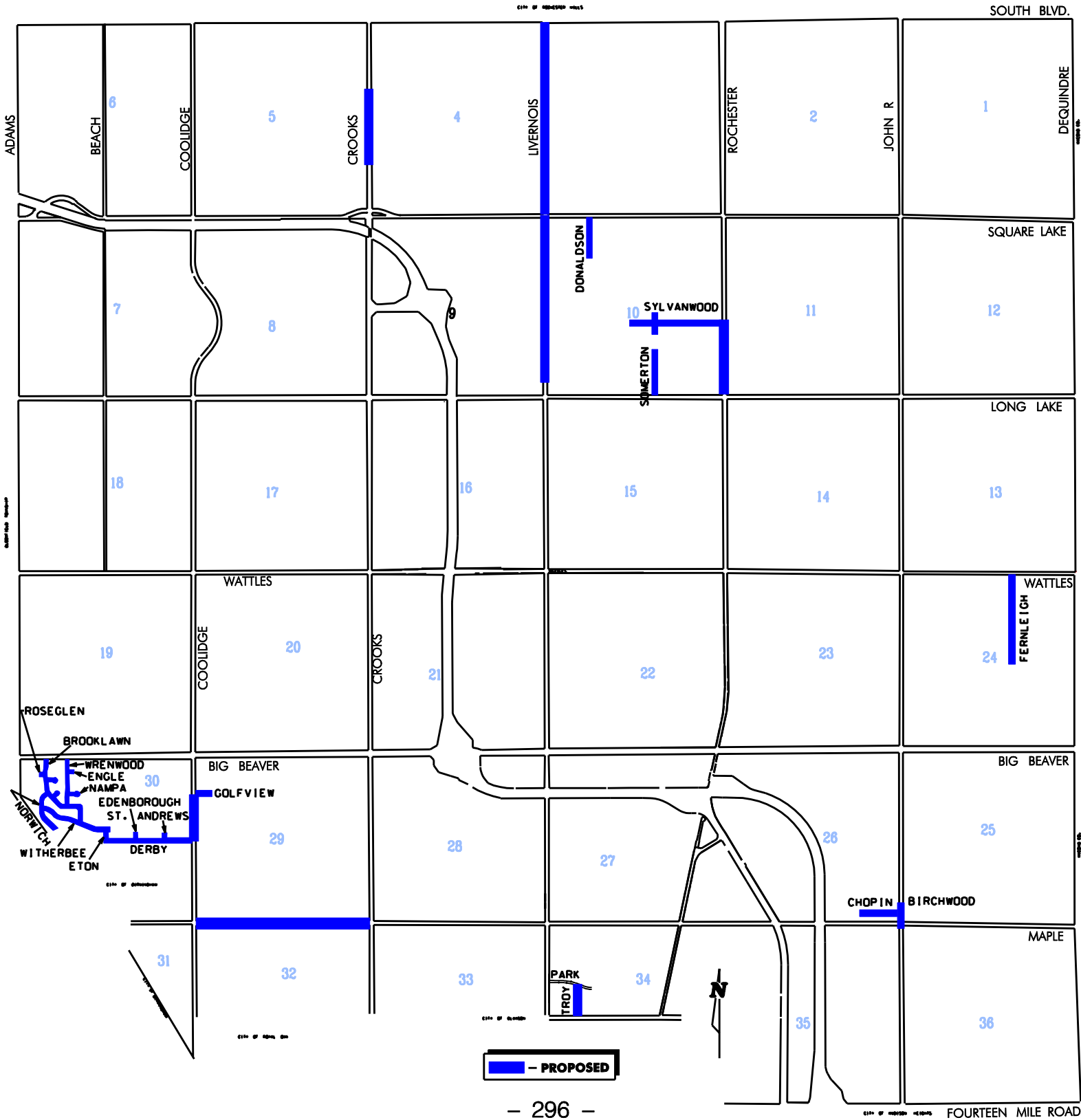
STAFF SUMMARY			
	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Superintendent	1	1	1
Inspector	1	1	1
Field Supervisor	2	2	2
Leader "G"	3	3	3
Equipment Operator "F"	6	6	6
Equipment Serviceman I "D"	7	7	7
Equipment Operator I "C"	11	11	11
Office Coordinator	1	1	1
Clerk Typist	3	3	3
Summer Laborers (Part-Time)	6	6	6
TOTAL DEPARTMENT	41	41	41

WATER MAINS 2004/05 BUDGET														
1	2	3	4	5	6	7	8	9	10	11	12	13	14	16
NO.	PROJ. NO.	PROJECT NAME	TOTAL PROJ. COST	EST. CITY CAP. COST	OTHER SOURCES	03/04 AMENDED BUDGET	03/04 EXPEND. to 12/31/03	03/04 EXPEND. to 6/30/04	03/04 BALANCE AT 6/30/04	03/04 RE-APPRO. 04/05	NEW APPROPR. 04/05	PROPOSED 04/05 BUDGET	FUTURE YEARS	COMMENTS OR FOOTNOTES
1	01.501.5	W. Maple, Coolidge to Crooks	790,000	790,000	0	790,000	0	550,000	240,000	240,000	0	240,000		
2	01.502.5	Troy Court, Park to Elmwood	115,000	115,000	0	115,000	0	0	115,000	115,000	0	115,000		
3	01.503.5	Hartland, Rochester to Kilmer	85,000	85,000	0	0	1,800	1,800	(1,800)	0	0	0		Road Repair Due to Water Main Const.
4	01.504.5	SE 1/4 of Section 10	1,752,000	1,752,000	0	1,150,000	39,502	1,000,000	150,000	150,000	0	150,000		
5	01.504.5	SE 1/4 of Section 10	250,000	250,000	0	250,000	0	0	250,000	250,000	0	250,000		Road Repair Due to Water Main Const.
6	01.505.5	Crooks, Temple City to Butterfield	225,000	225,000	0	215,000	144	200,000	15,000	15,000	0	15,000		Abandon 8"
7	01.506.5	Lowery & Heide	220,000	220,000	0	210,000	1,374	150,000	60,000	10,000	0	10,000		
8	01.507.5	SE 1/4 of Section 16	950,000	950,000	0	0	0	0	0	0	0	0	950,000	Lange, Hart & Pierce
9	01.507.5	SE 1/4 of Section 16	100,000	100,000	0	0	0	0	0	0	0	0	100,000	Road Repair Due to Water Main Const.
10	01.508.5	NE 1/4 of Section 9	2,000,000	2,000,000	0	0	0	0	0	0	0	0	2,000,000	Haughen, Blanche to St. Blanche Island, McKinley, Wright to Liv, Pattens, Niles to Canham
11	01.508.5	NE 1/4 of Section 9	300,000	300,000	0	0	0	0	0	0	0	0	300,000	Road Repair Due to Water Main Const.
12	01.509.5	Livernois, Square Lake to South Blvd.	882,000	882,000	0	850,000	24,948	25,000	825,000	825,000	0	825,000		
13	01.510.5	Forthton, Livernois to the West	178,000	178,000	0	0	0	10,000	(10,000)	0	0	0		Part of SAD Paving Project
14	01.511.5	Dequindre, Wattles to Long Lake (Abandon 8")	375,000	375,000	0	375,000	6,229	100,000	275,000	0	0	0		Part of RCOC Deq. Road Project
15	01.512.5	Long Lake, Carnaby to John R	487,000	487,000	0	450,000	162,330	200,000	250,000	0	0	0		Part of City Long Lk. Road Project
16	01.513.5	Long Lake, John R to Dequindre	792,000	792,000	0	750,000	15,855	200,000	550,000	0	0	0		Part of City Long Lk. Road Project
17	01.517.5	Rochester, Long Lake to Sylvanwood	375,000	375,000	0	0	0	0	0	0	375,000	375,000		
18	02.502.5	Henrietta, Rochester to East End	103,000	103,000	0	103,000	2,419	40,000	63,000	0	0	0		
19	03.501.5	John R, Birchwood to Maple	200,000	200,000	0	115,000	0	175,000	(60,000)	0	25,000	25,000		
20	03.502.5	Chopin, John R to Bellingham	250,000	250,000	0	250,000	0	0	250,000	250,000	0	250,000		
21	03.503.5	Section 30 Water Main	1,500,000	1,500,000	0	1,500,000	877	250,000	1,250,000	1,250,000	0	1,250,000		
22	03.504.5	Fernleigh, Wattles to Winter	550,000	550,000	0	0	0	0	0	0	550,000	550,000		
23	03.505.5	Creston, Somerton to Rochester	130,000	130,000	0	10,000	25,710	26,000	(16,000)	0	0	0		Part of Creston SAD Paving Project
24	04.501.5	Crooks, Square Lake to the North	300,000	300,000	0	0	0	30,000	(30,000)	0	300,000	300,000		Part of RCOC Crooks Road Project
25	04.502.5	South Blvd., West of Crooks	250,000	250,000	0	0	0	250,000	(250,000)	0	0	0		Maintenance Repairs
26	04.503.5	Livernois, Long Lake to Square Lake	800,000	800,000	0	0	0	0	0	0	800,000	800,000		
27	96.507.5	Section 19, North 1/2 of Northwest 1/4 & Woodman, Eastbourne & Cheswick	353,000	353,000	0	0	68	100	(100)	0	0	0		Road Repair Due to Water Main Const.
28	97.501.5	Rochester, Maple to I-75 Rochester, Stephenson to Owendale Stephenson, Maple to Rochester	2,700,000	2,700,000	0	600,000	21,636	100,000	500,000	0	0	0		

WATER MAINS 2004/05 BUDGET

1	2	3	4	5	6	7	8	9	10	11	12	13	14	16
NO.	PROJ. NO.	PROJECT NAME	TOTAL PROJ. COST	EST. CITY CAP. COST	OTHER SOURCES	03/04 AMENDED BUDGET	03/04 EXPEND. to 12/31/03	03/04 EXPEND. to 6/30/04	03/04 BALANCE AT 6/30/04	03/04 RE-APPRO. 04/05	NEW APPROPR. 04/05	PROPOSED 04/05 BUDGET	FUTURE YEARS	COMMENTS OR FOOTNOTES
29	98.503.5	Section 22 Water Main Replacement	192,000	192,000	0	0	29,655	30,000	(30,000)	0	0	0		Road Repair Due to Water Main Const.
30	98.504.5	Section 23 Water Main Replacement	55,000	55,000	0	0	73,877	100,000	(100,000)	0	0	0		Road Repair Due to Water Main Const.
31	99.502.5	Coolidge, Derby to Golfview	202,000	202,000	0	210,000	0	0	210,000	210,000	50,000	260,000		Include Golfview
32	99.503.5	Maplelawn (W.), Crooks to Maple	370,000	370,000	0	370,000	0	320,000	50,000	50,000	0	50,000		
33	99.504.5	Wattles, Crooks to Livernois	693,000	693,000	0	0	0	0	0	0	0	0	693,000	
34	99.505.5	Wattles, John R. to Dequindre	693,000	693,000	0	0	0	0	0	0	0	0	693,000	
35	99.506.5	Section 20	3,387,000	3,387,000	0	0	0	0	0	0	0	0		
36	99.506.5	Section 20	375,000	375,000	0	0	5,405	25,000	(25,000)	0	0	0		Road Repair Due to Water Main Const.
37		City Water System Master Plan Update	26,300	26,300	0	0	0	0	0	0	0	0		
TOTALS:			23,005,300	23,005,300	0	8,313,000	411,829	3,782,900	4,530,100	3,365,000	2,100,000	5,465,000		
PROPOSED 04/05 minus 03/04 BALANCE:												934,900		

WATER MAINS 2004 - 05



SEWERS 2004-05 BUDGET													
1	2	3	4	5	6	7	8	9	10	11	12	13	14
NO.	PROJ. NO.	PROJECT NAME	TOTAL PROJ. COST	EST. CITY CAP. COST	OTHER SOURCES	03/04 AMENDED BUDGET	03/04 EXPEND. TO 12/31/03	03/04 EXPEND. TO 6/30/04	03/04 BALANCE AT 6/30/04	03/04 RE-APPRO. to 04/05	NEW APPROPR. 04/05	PROPOSED 04/05 BUDGET	COMMENTS OR FOOTNOTES
1	01.402.5	Long Lake Sanitary, Carnaby to Dequindre	500,000	500,000	0	500,000	0	100,000	400,000	0	0	0	Part of City Long Lake Road Project
2	02.406.5	Dequindre/Wattles Sanitary Sewer	300,000	300,000	0	50,000	53,772	75,000	(25,000)	0	0	0	Various Locations - Part of RCOCDequindre Road Project
3	03.402.5	Evergreen - Farmington SSO Program	9,000,000	320,000	8,680,000	320,000	0	61,000	259,000	200,000	0	200,000	Eliminate sewage in Rouge/ Limit Regulatory Liability
4	04.401.5	Crooks, Square Lake to North	160,000	160,000	0	0	0	0	0	0	160,000	160,000	Part of RCOC Crooks Road Project
5	04.402.5	Sanitary Sewer Overflow Contingency	25,000	25,000	0	0	0	0	0	0	25,000	25,000	Contingency for MDEQ Review of SSO
6	97.405.5	Sanitary Meter Station Reconstruction	70,000	70,000	0	70,000	0	0	70,000	70,000	0	70,000	Replace 18" Parshall Flume w/36" @ 14 Mile Meter Sta. #5
7	97.407.5	Flow Metering in the Evergreen-Farmington District	64,600	64,600	0	64,600	0	0	64,600	64,600	0	64,600	Indentification of Inflow and Infiltration, Evergreen-Farmington
8	98.402.5	Twelve Towns Sewer Study	75,000	75,000	0	75,000	0	0	75,000	75,000	0	75,000	Investigate alternatives to reduce City's financial exposure
9	98.403.5	Sanitary Manhole Rehabilitation - Troy District	1,400,000	1,400,000	0	1,400,000	0	0	1,400,000	1,400,000	0	1,400,000	Reduce I&I -MH Tributary to Meter #3 @ BB, W. of Deq.
10	98.404.5	Sanitary Trunkline Relief Study - Troy District	50,000	50,000	0	50,000	0	0	50,000	50,000	0	50,000	Consultant Services to obtain additional outlet capacity
11	99.403.5	Evergreen - Farmington	500,000	500,000	0	500,000	0	0	500,000	0	0	0	Insituform Relining by DPW (Acct. # cancel - use 03.402.5)
11	99.404.5	I & I on City Sewer System	250,000	250,000	0	250,000	0	0	250,000	250,000	0	250,000	
12	99.406.5	Dennis Powers Drain	3,700,000	3,700,000	0	100,000	65,246	100,000	0	0	0	0	Dennis Powers Drain - Section 3
TOTALS:			16,094,600	7,414,600	8,680,000	3,379,600	119,018	336,000	3,043,600	2,109,600	185,000	2,294,600	
PROPOSED 2004/05 minus 2003/04 BALANCE:												(749,000)	

E104 OF 000-01000 -msl

continued on



FOURTEEN MILE ROAD

DEPARTMENT OF PUBLIC WORKS
WATER AND SEWER DIVISION
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGETS COMPARED TO 2003/04 BUDGET

OTHER CHARGES:

The water supply rates reflect the current rate increases from the City of Detroit. Significant changes in the elevation, distance, peak hour and peak day factors are major contributions to the rate increase (26%).

Water: 2003/04 Rate - \$10.77
 2004/05 Rate - \$13.61

Sewerage: 2003/04 Rate - \$11.65 (Evergreen-Farmington District)
 2004/05 Rate - \$12.20 (Evergreen-Farmington District)

 2003/04 Rate - \$ 9.30 (Southeast Oakland County District)
 2004/05 Rate - \$ 9.69 (Southeast Oakland County District)

BUILDING OPERATIONS DEPARTMENT
2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATIVE AND BUILDING OPERATIONS SERVICES

- Prepares and administers the Building Operations budget
- Coordinates staff activities
- Provides 24-hour maintenance and custodial service to all City-owned buildings
- Complies with, maintains, and analyzes building needs
- Plans and conducts preventive maintenance programs
- Acquires material, equipment and supplies
- Coordinates with all outside vendors
- Maintains parts inventory
- Processes and reviews all utility invoices
- Formulates and develops service procedures
- Complies and develops safe work practices
- Receives and coordinates deliveries
- Aids and assists other departments with budget figures and material sources
- Does preparatory work before and after upcoming elections at voting precincts
- Provides energy conservation with building upgrades

BUILDING OPERATIONS DEPARTMENT
2004/05 BUILDING OPERATIONS FUND
REVENUE AND EXPENSES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Charges for Service	\$ 1,449,567	\$ 1,669,840	\$ 1,904,810	\$ 1,735,630
Other Revenue	-	500	-	-
REVENUE	\$ 1,449,567	\$ 1,670,340	\$ 1,904,810	\$ 1,735,630
<u>EXPENSES</u>				
Personal Service Control	\$ 835,584	\$ 965,470	\$ 1,031,290	\$ 1,051,160
Supplies	49,606	56,580	64,790	61,580
Other Services/Charges	564,377	648,290	808,730	622,890
EXPENSES	\$ 1,449,567	\$ 1,670,340	\$ 1,904,810	\$ 1,735,630
Revenue Over (Under) Expenses	-	-	-	-

BUILDING OPERATIONS DEPARTMENT
2004/05 DEPARTMENT AT A GLANCE

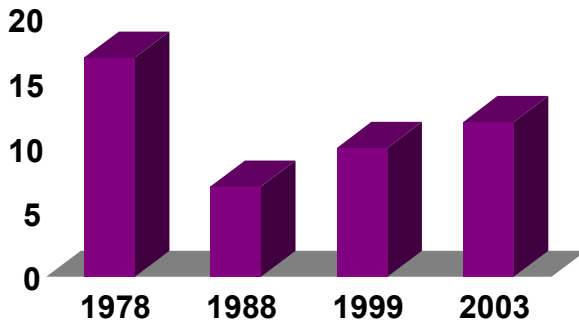
FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Building Operations	\$1,298,270	\$1,449,567	\$1,670,340	\$1,904,810	\$1,735,630	-8.9%
TOTAL DEPARTMENT	\$1,298,270	\$1,449,567	\$1,670,340	\$1,904,810	\$1,735,630	-8.9%
Personal Services	\$763,994	\$835,585	\$965,470	\$1,031,290	\$1,051,160	1.9%
Supplies	61,679	49,606	56,580	64,790	61,580	-5.0
Other Services/Charges	472,597	564,376	648,290	808,730	622,890	-23.0
TOTAL DEPARTMENT	\$1,298,270	\$1,449,567	\$1,670,340	\$1,904,810	\$1,735,630	-8.9%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Building Operations	11	2	12	2	12	2	12	2
TOTAL DEPARTMENT	11	2	12	2	12	2	12	2

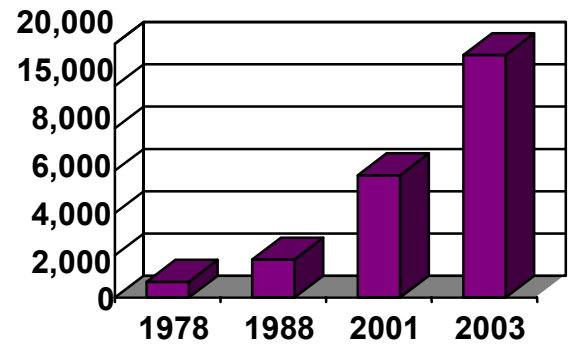
BUILDING OPERATIONS DEPARTMENT

2004/05 KEY DEPARTMENTAL TRENDS

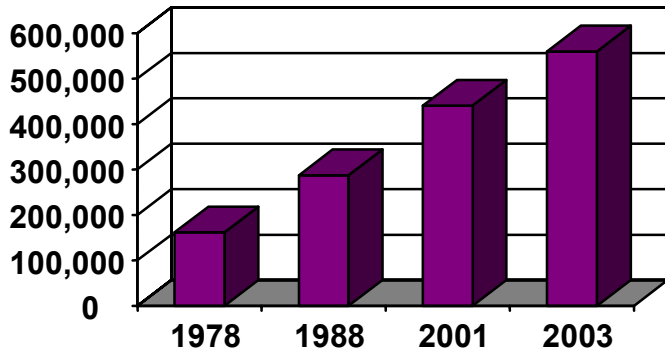
Building Operations Staffing



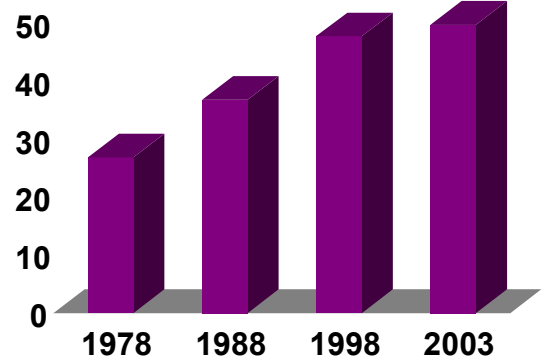
Written Requests



Amount of Square Footage



Buildings Serviced



BUILDING OPERATIONS DEPARTMENT

2004/05 SERVICE STATEMENT

Building Operations' primary goal is to maintain, within budgetary framework, fifty City facilities in a safe, clean, and economical manner for the benefit of the residents and staff of the City of Troy. The department prides itself on its ability to operate efficiently, reduce unnecessary spending, and effectively deliver the services to maintain the City facilities. Building Operations has received and completed an ever-increasing number of written and verbal work requests over the years (over 18,000) while maintaining approximately 560,041 square feet of building space with eight maintenance personnel. The ultimate goal of Building Operations is to provide proactive service instead of reactive service. The department also aspires to keep up with the latest technology.

The Director of Building Operations plans and directs the daily operations of the department, and oversees outside contractors and vendors hired by Building Operations. Overseeing the outside contractors and vendors ensures the highest quality of materials and workmanship on projects and compliance with State and Local codes.

Building Operations staff ensures through preventive and routine maintenance programs on the mechanical, electrical and plumbing systems that they stay operating at optimum efficiency with the least amount of down time. Building Operations provides a twenty-four hour, seven day a week on-call Building Maintenance Specialist. This response to after-hour emergencies has proven to be extremely valuable to both our Police and Fire Departments.

Building Operations also maintains all interior and exterior surfaces for functional and aesthetic purposes. Other departments are assisted with office furniture transfers and layouts to help ensure that personnel and equipment are ergonomically situated. Building Operations maintains control of the custodial contract for the housekeeping of twenty buildings: five buildings daily and fifteen other facilities twice a week.

The maintenance personnel have proven to be an integral component of the City by the wide range of projects that have been constructed and completed in house and serves to identify and locate problems through either preventive maintenance or unscheduled repairs. As a service-oriented department, they will respond quickly and safely with the appropriate resources to complete the necessary repairs in a timely fashion.

The City's standards ensure that residents and employees have safe and clean facilities in which to carry on their day-to-day business. Additionally, Building Operations ensures maintenance of Board of Health standards at the City's new eight cell, 30 person capacity detention facility and a Community Center kitchen serving senior citizens' lunches.

The administrative, secretarial, and maintenance staff will continue to perform with highest regard to customer and public needs and achieve, develop, train, enhance and expand our level of quality.

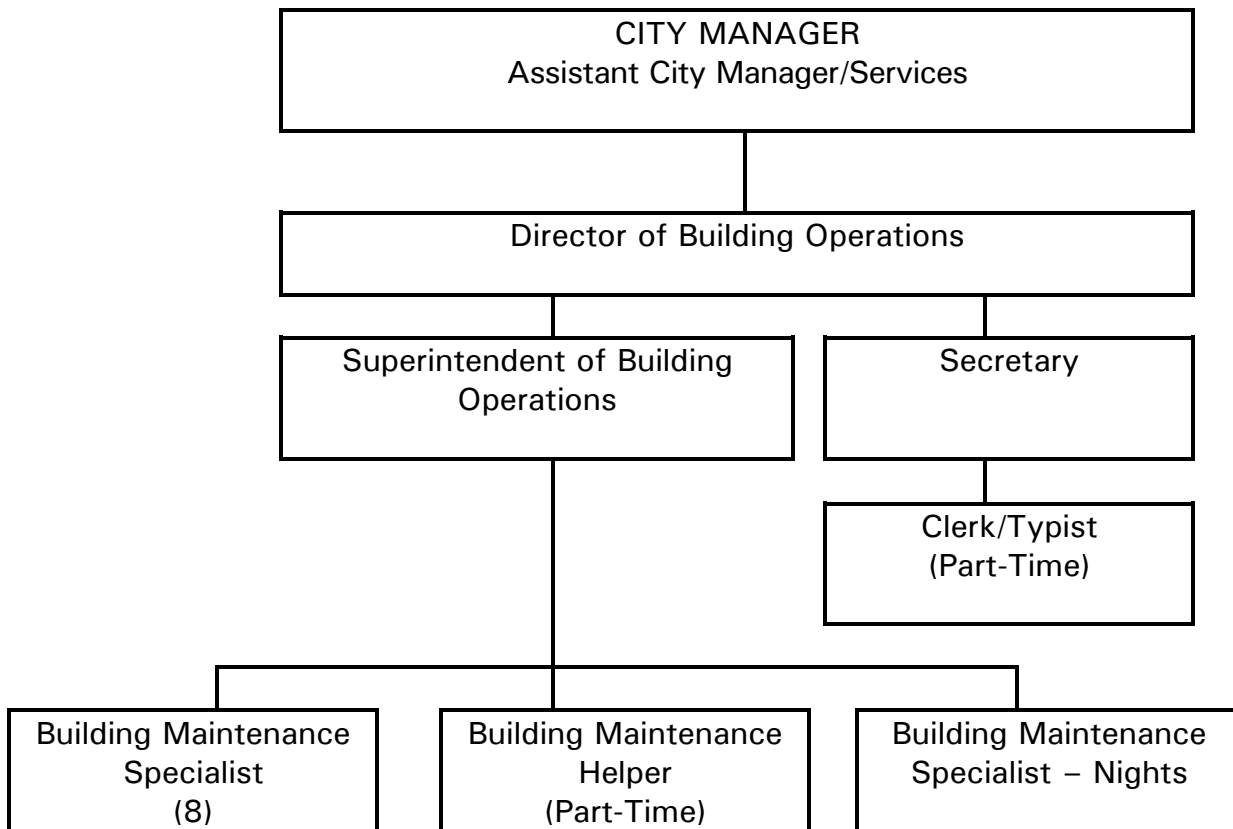
BUILDING OPERATIONS DEPARTMENT

2004/05 PERFORMANCE OBJECTIVES

1. Expand and develop new preventive maintenance programs. (Staff Objective 7)
2. Explore new product technology for future needs. (Staff Objective 6)
3. Educate and develop maintenance personnel. (Staff Objective 4)
4. Provide management and development skills for office space renovation. (Staff Objective 7)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Written and telephone requests	6,200	11,472	11,472	18,000
Number of buildings serviced	51	50	50	50
Square footage of buildings	440,258	560,041	560,041	560,041

BUILDING OPERATIONS DEPARTMENT
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY			
	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Director of Building Operations	1	1	1
Superintendent of Building Operations	1	1	1
Secretary	1	1	1
Building Maintenance Specialist	8	8	8
Building Maintenance Specialist - Nights	1	1	1
Building Maintenance Helper (Part-Time)	1	1	1
Clerk/Typist (Part-Time)	1	1	1
TOTAL DEPARTMENT	14	14	14

BUILDING OPERATIONS DEPARTMENT
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

OTHER SERVICES/CHARGES:

The total Other Service/Charges budget decreased \$185,840 or 23 percent from last year. The decrease is a result of the new contract for janitorial services.

The increase in utilities is based on 2004 rate projections from the public utilities companies; 12 percent for electricity, 50 percent for heat, and 26 percent for water.

FLEET MAINTENANCE

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATIVE & SUPPORT SERVICES

- Prepares specifications and administers department budget
- Coordinates and evaluates staff activities
- Coordinates staff development and training
- Procures materials, equipment and supplies
- Liaison with other governmental units
- Formulates and develops operational programs and priorities
- Maintains computerized fleet maintenance, parts and fuel inventory program
- Acts as liaison with other City departments
- Recommends creative and efficient procedures and programs in the department's areas of concern

FLEET MAINTENANCE

- Provides vehicle/heavy truck/equipment repair services for the City-owned fleet
- Provides 24-hour maintenance on all emergency equipment
- Operates a main facility and a satellite garage through a two shift operation
- Performs welding, cutting, fabrication, or repair on various equipment
- Assists Police Department with fatal traffic accident investigations
- Clears snow from 10 miles of City-owned sidewalks as conditions warrant
- Assists all divisions with additional personnel when needed
- Assists Parks division with additional personnel to aid in turf and park maintenance
- Coordinates DPW building repairs and improvements
- Maintains 4 Medi-Go vans and busses
- Repairs to Clawson fire apparatus & Public Works vehicles on an as-needed basis
- Calibrate speedometers for City patrol cars, as well as surrounding communities' vehicles

FLEET MAINTENANCE
2004/05 REVENUE AND EXPENSES

Description	2002 Actual	2003 Projected	2003 Budget	2004 Budget
REVENUE				
Charges for Service	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Interest and Rents	3,582,909	3,599,040	3,559,040	3,635,000
Other Revenue	351,740	240,830	147,400	142,800
Operating Transfer In	1,760,280	1,027,186	1,422,810	1,573,410
REVENUE	\$ 5,694,929	\$ 4,872,056	\$ 5,134,250	\$ 5,356,210
EXPENSES				
FLEET MAINTENANCE ADMIN.				
Personal Services Control	\$ 386,076	\$ 404,690	\$ 402,170	\$ 428,810
Supplies	12,021	11,520	11,520	14,520
Other Services/Charges	74,656	74,080	75,200	75,750
FLEET MAINTENANCE ADMIN.	\$ 472,753	\$ 490,290	\$ 488,890	\$ 519,080
EQUIP OPERATION & MAINT.				
Personal Services Control	\$ 804,490	\$ 954,050	\$ 1,068,810	\$ 1,105,930
Supplies	639,899	621,500	603,500	629,500
Other Services/Charges	1,328,218	1,308,600	1,265,000	1,360,200
EQUIP OPERATION & MAINT.	\$ 2,772,607	\$ 2,884,150	\$ 2,937,310	\$ 3,095,630
DPW FACILITY MAINT.				
Supplies	\$ 13,177	\$ 13,000	\$ 12,500	\$ 13,000
Other Services/Charges	321,273	328,950	335,150	352,200
DPW FACILITY MAINT.	\$ 334,450	\$ 341,950	\$ 347,650	\$ 365,200
EXPENSES	\$ 3,579,810	\$ 3,716,390	\$ 3,773,850	\$ 3,979,910
REVENUE OVER(UNDER) EXPENSES	2,115,119	1,155,666	1,360,400	1,376,300
FLEET MAINTENANCE CAPITAL CAPITAL OUTLAY	\$ 1,353,989	\$ 1,155,666	\$ 1,360,400	\$ 1,376,300

FLEET MAINTENANCE
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Administration	\$430,891	\$472,753	\$490,290	\$488,890	\$519,080	5.9%
Equipment Ops. & Maint.	2,696,471	2,772,608	2,884,150	2,937,310	3,095,630	5.4
Facility Maintenance	317,676	334,450	341,950	347,650	365,200	5.1
TOTAL DEPARTMENT	\$3,445,038	\$3,579,811	\$3,716,390	\$3,773,850	\$3,979,910	5.5%
Personal Services	\$1,110,970	\$1,190,567	\$1,358,740	\$1,470,980	\$1,534,740	4.3%
Supplies	576,925	665,096	646,020	627,520	657,020	4.7
Other Services/Charges	1,757,143	1,724,148	1,711,630	1,675,350	1,788,150	6.7
TOTAL DEPARTMENT	\$3,445,038	\$3,579,811	\$3,716,390	\$3,773,850	\$3,979,910	5.5%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Fleet Maintenance	18	2	18	2	18	2	18	2
TOTAL DEPARTMENT	18	2	18	2	18	2	18	2

FLEET MAINTENANCE
2004/05 FLEET MAINTENANCE FUND

SECTION A – REPLACEMENT UNITS					
ITEM#	QUANTITY	REPLACES	DESCRIPTION	UNIT COST	ESTIMATED COST
1	12	A	Police Patrol Cars	\$23,000	\$276,000
2	5	B	Detective Cars	\$21,000	105,000
3	1	C	Command 4X4	\$28,500	28,500
4	1	D	Fire Department 4X4	\$28,000	28,000
5	2	E	Staff Vehicles	\$16,000	32,000
6	2	F	2-1/2 YD. Crew Cab Dump Trucks	\$30,000	60,000
7	1	G	Crew Cab Pickup	\$22,500	22,500
8	5	H	Pickup Trucks	\$16,000	80,000
9	2	I	Pickup Trucks 4X4 W/Plows	\$23,000	46,000
10	1	J	Crew Cab\Crew Truck W/Air Compress.	\$85,000	85,000
11	4	K	10-12 Yard Dump Truck Stainless W-Snow Plow, Salt Spreader & Float	\$135,000	540,000
12	1	L	Brush Chipper Trailer Mounted	\$30,000	30,000
TOTAL					\$1,333,000

SECTION B – ADDITIONAL UNITS					
ITEM #	QUANTITY	REQUESTED BY	DESCRIPTION	UNIT COST	ESTIMATED COST
			No additional units are being proposed.		

FLEET MAINTENANCE
2004/05 FLEET MAINTENANCE FUND

SECTION C – EQUIPMENT TO BE REPLACED			
ITEM#	EQUIPMENT #	DESCRIPTION	COST
A		Police Patrol Cars 12 @ \$4,000 each	\$48,000
B	814	2000 Jeep Cherokee 4X4	4,000
	878	1998 Chevrolet Lumina	3,500
	880	1998 Pontiac Grand Prix	3,200
	886	1998 Chevrolet Pickup	3,500
	887	1999 Chrysler Cirrus	3,200
C	941	2001 Chevrolet Tahoe 4X4 (Command)	8,000
D	70	1996 Ford Crown Victoria	2,500
E	152	1996 Chevrolet Lumina	3,000
	939	1996 Ford Crown Victoria	2,000
F	408	1995 GMC 2 ½ Yard Dump Crew Cab	4,500
	409	1995 GMC 2 ½ Yard Dump Crew Cab	4,500
G	226	1988 GMC Pickup Crew Truck	2,000
H	208	1997 GMC Pickup	3,200
	209	1997 GMC Pickup	3,200
	295	1996 Dodge Pickup	3,000
	296	1996 Dodge Pickup	3,000
	297	1996 Dodge Pickup	3,000
I	201	1988 GMC Pickup 4X4 W/Plow	2,000
	802	1992 GMC Pickup 4X4	2,500
J	421	1991 GMC Crew Truck W/Compressor	6,500
K	430	1990 12 YD Dump Truck	5,000
	431	1990 12 YD Dump Truck	5,000
	432	1991 12 YD Dump Truck	5,500
	433	1991 12 YD Dump Truck	5,500
L	638	1995 Brush Chipper	3,500
TOTAL			\$142,800

FLEET MAINTENANCE
2004/05 FLEET MAINTENANCE FUND

SECTION D – RADIO EQUIPMENT				
ITEM #	QUANTITY	DESCRIPTION	UNIT COST	ESTIMATED COST
1	18	2 Way Mobil Radio 12 Channel	\$600.00	\$10,800
2	1	Radio System Upgrade	\$5,200.00	5,200
		TOTAL		\$16,000

SECTION E – TOOLS AND SHOP EQUIPMENT				
ITEM #	QUANTITY	DESCRIPTION	UNIT COST	ESTIMATED COST
1	2	Complete Mechanic Tool Set	\$2,500.00	\$5,000
2	1	Engine Analyzer Software Update		2,500
3	1	Office Furniture		2,000
4	1	Repair Manual Software (update)		2,000
5	1	Computer Fleet/Fuel Software Maint.		6,550
6	50	Vehicle ID Transmitter (fuel)	\$185.00	9,250
		TOTAL		\$27,300

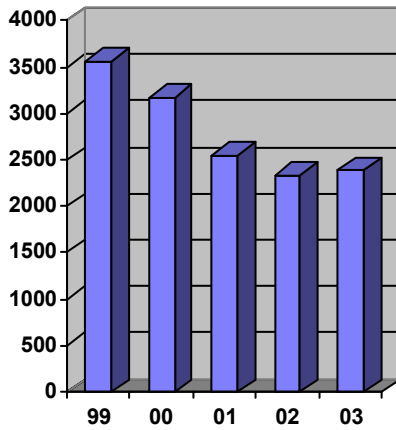
FLEET MAINTENANCE
2004/05 FLEET MAINTENANCE FUND

SECTION SUMMARY		
SECTION	SUMMARY	ESTIMATED COST
	<u>SUMMARY</u>	
SECTION A	REPLACEMENT UNITS	\$1,333,000
SECTION B	ADDITIONAL UNITS	0
SECTION D	RADIO EQUIPMENT	16,000
SECTION E	TOOLS & SHOP EQUIPMENT	27,300
	TOTAL	\$1,376,300

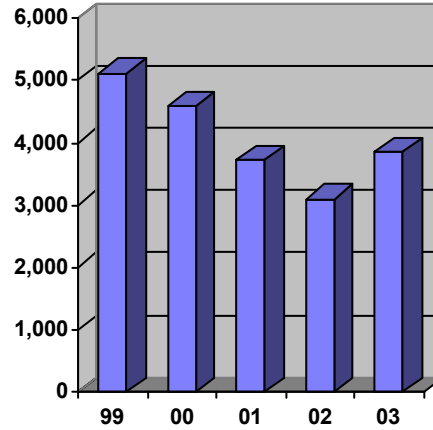


FLEET MAINTENANCE

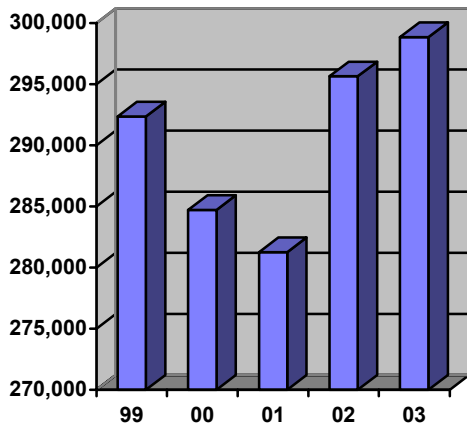
2004/05 KEY DEPARTMENTAL TRENDS



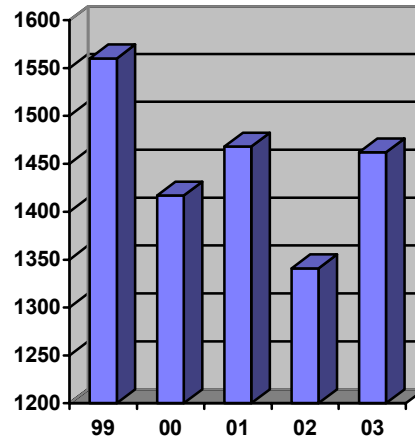
■ *Completed driver's work request



■ *Completed Work Orders



■ Fuel Consumption Diesel & Gas



■ Preventive Maintenance

Preventive Maintenance is performed at various intervals of the year to attempt to eliminate unnecessary downtime due to mechanical failures. The introduction of synthetic oils in city equipment will extend the drain intervals for equipment.

Work Orders, driver's work requests and PM's performed have increased this past year due to the restructuring of the PM program and the number of miles driven and fuel consumed.

FLEET MAINTENANCE

2004/05 SERVICE STATEMENT

The Fleet Maintenance Division's primary function is the preventive maintenance and repair of approximately 500 City owned vehicles and pieces of equipment. This includes 93 vehicles utilized by the Police Department, 30 pieces of Fire Department apparatus and 56 pieces of snow removal equipment. Adequate parts and fuel inventories are maintained at both repair sites in order to complete repairs in an efficient, professional and timely manner and minimize down time.

The Fleet Maintenance Division consists of two repair locations, one at 500 W. Big Beaver and a two-shift operation at the main facility located at 4693 Rochester Rd. Fleet Maintenance is staffed by one superintendent, two field supervisors, one inventory assistant, four service personnel, six auto/equipment mechanics and four heavy equipment mechanics.

The Fleet Maintenance Division provides a "ready to work" service with an average of 97% of our vehicles ready for daily activities. Twenty-four (24) hour on call service is available 365 days a year for repairs on snow removal equipment during a snow emergency, pumps during flood control operations, or Fire Department equipment at a fire scene. Early preparation of seasonal equipment such as sweepers, mowers, and snow removal equipment is performed to assure that the City owned fleet of vehicles and equipment is ready for service when called on during heavy seasonal use. This minimizes unnecessary downtime when the unit is in peak demand.

During the winter months the vehicles dedicated to the major snow runs are checked over nightly to assure readiness for possible snow emergencies. Additional functions include performing vehicle modifications, cutting and welding, fabrication and repair. We service heating and cooling, exhaust, and hydraulic systems. The installation of snowplows, salt spreaders, and K-9 cages in police patrol cars are the responsibility of the Fleet Maintenance Division.

Besides normal Fleet Maintenance Division functions, we assist the Police Department in fatal accident investigations, remove snow on City owned sidewalks, and assist the Building Department in sign ordinance enforcement. We also maintain 4 Troy Medigo vans, repair City of Clawson fire apparatus & Public Works vehicles on an as needed basis, and calibrate speedometers for police vehicles owned by the city as well as surrounding communities.

The division's administrative responsibilities include the development of operating and capital budgets, writing equipment purchase specifications, bid recommendations and communicating with departments on equipment needs and repairs. It is the responsibility of administration to make sure that all employees work using proper safety equipment, also to provide technical training to ensure that the Fleet Maintenance Division's personnel are kept current with the rapidly changing repair techniques on today's equipment.

Detailed records are kept on every unit in the fleet. The records include accumulated mileage or hours of usage, fuel consumption, cost per mile to operate each unit and a detailed maintenance and repair history. These unit records are an important factor when purchase specifications are prepared and bid recommendations are made for replacing existing units.

Another function of administration is to maintain a computerized fleet management system which tracks the costs of vehicle repairs, as well as parts used to make necessary repairs. This system ensures that we stock a sufficient quantity of parts, materials and tools.

FLEET MAINTENANCE

2004/05 PERFORMANCE OBJECTIVES

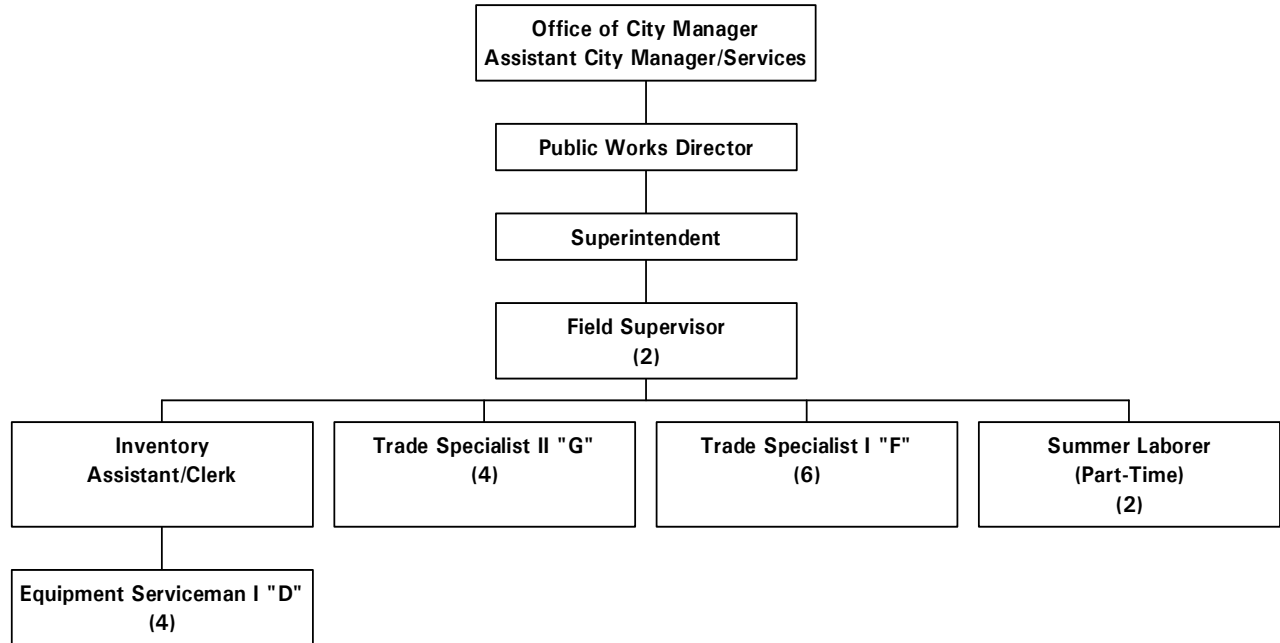
1. Achieve 97-98% compliance with monthly preventive maintenance program. (Staff Objective 3, 9)
2. Become an ASE (Automotive Service Excellence) repair facility. This is a national award that requires 75% of all service technicians to be certified. (Staff Objective 3, 9)
3. Complete implementation of the automated fueling system at the DPW yard. (Staff Objective 3)
4. Visit local high schools and trade schools in surrounding areas and work with counselors to start an apprenticeship/intern program to recruit interest in a career as a mechanic. (Staff Objective 4)
5. Utilize web-based auctioning for out-of-service vehicles and for specialty pieces of equipment. (Staff Objective 3, 6)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Completed Driver's Work	2,387	2,550	3,000	3,000
Road Service Calls	166	175	170	170
Completed Work Orders	3,849	4,000	4,200	4,200
Cleaning/Washing	5,879	5,200	5,500	5,500
Towing	131	250	110	250
Brake Replacement/Repairs	336	400	600	500
*Preventive Maintenance – A	1,150	1,200	1,100	1,100
*Preventive Maintenance – B	312	320	300	300
Vehicle Tires Replaced	355	400	500	500

*Preventive Maintenance is performed at various intervals of the year in an attempt to eliminate unnecessary downtime due to mechanical failures. The increased number in towing service is due to outsourcing of vehicle delivery and pick-up from dealers, car washes, body shops, etc.

FLEET MAINTENANCE

2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Superintendent	1	1	1
Field Supervisor	2	2	2
Inventory Assistant/Clerk	1	1	1
Trade Specialist II "G"	4	4	4
Trade Specialist I "F"	5	5	5
Equipment Serviceman I "D"	5	5	5
Summer Laborers (Part-Time)	2	2	2
TOTAL DEPARTMENT	20	20	20

FLEET MAINTENANCE

2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

ADMINISTRATION AND EQUIPMENT - OPERATION & MAINTENANCE:

ASE certified mechanics receive an extra \$100.00/month as reimbursement to maintain their certification.

There was a significant increase in vacation, retirement and sick pay benefits.

With the unstable fuel prices, we foresee significant increases in the cost of fuel.

Increased number in towing service is due to outsourcing of vehicle delivery and pick-up from dealers, car washes, body shops, etc.

DPW FACILITY MAINTENANCE:

The DPW building is approximately twenty-nine years old and is going to require additional repairs throughout the year in order to keep it in good working order.

We experienced an increase in maintenance supplies, refuse services, water, gas\heat and electric.



INFORMATION TECHNOLOGY

2004/05 FUNCTIONAL ORGANIZATIONAL CHART

ADMINISTRATIVE FUNCTIONS

- Prepares and administers IT Department budgets
- Keeps abreast of technological changes
- Develops short and long term plans
- Manages plan purchases and implementation
- Establishes standards
- Adopts policies
- Maintains Software and Equipment inventory
- Liaison with City departments
- Coordinates and evaluates activities of staff
- Coordinates staff development
- Develops and implements training programs for City employees

CLIENT SUPPORT

- Primary focus is personal computer hardware, software and peripherals
- Provides hardware support and maintenance
- Purchases and installs new equipment and software
- Evaluates training needs
- Provides training and support of office automation and other applications
- Serves as the contact with various vendors

INFRASTRUCTURE SUPPORT

- Network Administration
- AS/400 Management
- Support of all technology needed to provide data communications
- Responsible for installation, maintenance and upgrade of network operating systems
- Responsible for communications equipment, network hardware and AS/400 maintenance
- Develops and executes backup procedures
- Monitors network traffic to resolve problems and recommend upgrades
- Maintains e-mail communication gateways
- Documents network configuration
- Maintains change logs
- Responsible for network and AS/400 security
- Maintenance and support of telecommunication system

APPLICATION SUPPORT

- Performs requirements analysis to determine application software needs
- Recommends and implements application software
- Provides initial and ongoing training
- Functions as front line support and acts as the liaison between software vendors and end users to resolve issues
- Implements change requests and enhancements
- Responsible for successful software upgrades
- Custom programming and interfaces
- Maintenance of intranet and internet web sites

INFORMATION TECHNOLOGY
2004/05 INFORMATION TECHNOLOGY FUND REVENUE AND EXPENSES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Charges for Service	\$ 1,111,530	\$ 1,139,670	\$ 1,139,670	\$ 1,139,670
Interest and Rents	10,506	10,000	10,000	10,000
Operating Transfer In	-	493,710	493,710	546,510
REVENUE	\$ 1,122,036	\$ 1,643,380	\$ 1,643,380	\$ 1,696,180
<u>EXPENSES</u>				
Personal Services Control	\$ 680,040	\$ 744,090	\$ 774,960	\$ 815,430
Supplies	116,393	430,000	537,000	510,000
Other Services/Charges	335,447	318,690	331,420	370,750
EXPENSES	\$ 1,131,880	\$ 1,492,780	\$ 1,643,380	\$ 1,696,180
REVENUE OVER(UNDER) EXPENSES	(9,844)	150,600	-	-

INFORMATION TECHNOLOGY
2004/05 DEPARTMENT AT A GLANCE

FUNDING LEVEL SUMMARY	2001/02 ACTUAL	2002/03 ACTUAL	ESTIMATED 2003/04 BUDGET	2003/04 BUDGET	2004/05 BUDGET	% OF CHANGE
Information Technology	\$944,631	\$1,131,879	\$1,492,780	\$1,643,380	\$1,696,180	3.2%
TOTAL DEPARTMENT	\$944,631	\$1,131,879	\$1,492,780	\$1,643,380	\$1,696,180	3.2%
Personal Services	\$619,571	\$680,040	\$744,090	\$774,960	\$815,430	5.2%
Supplies	67,691	116,393	430,000	537,000	510,000	-5.0
Other Services/Charges	255,002	335,446	318,690	331,420	370,750	11.9
Capital Outlay	2,367	0	0	0	0	0
TOTAL DEPARTMENT	\$944,631	\$1,131,879	\$1,492,780	\$1,643,380	\$1,696,180	3.2%

PERSONNEL SUMMARY	2001/02		2002/03		2003/04		2004/05	
	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME	FULL- TIME	PART- TIME
Information Technology	8	0	9	0	9	0	9	0
TOTAL DEPARTMENT	8	0	9	0	9	0	9	0

INFORMATION TECHNOLOGY

2004/05 SERVICE AND MISSION STATEMENTS

SERVICE STATEMENT:

The sole function of the Information Technology Department is to act as the internal support group for all voice and data related technology. As a result, the goals and objectives of the Information Technology Department are guided by the goals and objectives of all Departments within City government.

The Director of Information Technology reports to the Assistant City Manager of Finance and Administration and chairs the Computer Steering Committee. This group was formed in 1995 to coordinate the City's information systems.

There are three major areas of support within Information Technology. They are Client, Infrastructure and Applications Support. Client Support is responsible for all issues pertaining to personal computers. This includes computer hardware, related peripherals and software. Duties include software support for client applications such as Windows NT and 98, Microsoft Office Suite, and email. This area is also responsible for training in the use of these applications and upgrade of client software. Hardware support includes purchase, installation and ongoing maintenance. Maintenance is provided internally in conjunction with outside vendors.

Infrastructure Support ensures that the underlying technology that provides connectivity, network services and data storage is reliable and up-to-date. This includes network servers, the IBM AS/400, communications equipment, voice lines, data lines and related software. Responsibility for maintaining security and adequate backup procedures also falls into this area. New this year is the responsibility for telecommunications.

The third area within Information Technology is Applications Support. Applications Support is involved in the purchase and implementation of integrated software systems and their ongoing maintenance and support. This area also encompasses interfacing, programming, configuration and resolution of end user issues. This is the area that will need to expand as new systems are implemented. Applications supported by this area include JD Edwards financials, Equalizer Permits, Assessing and Tax, RecTrac Registration and Scheduling, CCG Equipment Maintenance, EJ Ward Fuel Management, ESRI Geographical Information software, and Hansen Customer Service, Water Billing and Infrastructure Management. Document Imaging will be the next application implemented within this area. The development of the City's Internet and Intranet sites is also an ongoing process.

MISSION STATEMENT:

The mission of the Department of Information Technology is to provide computers, systems, software, and telecommunications services in support of the City of Troy's goals. Applying technologies to attain those goals with maximum effectiveness and efficiency. We strive to empower users to effectively utilize technology resources by providing a stable and reliable environment and responsive support services.

INFORMATION TECHNOLOGY

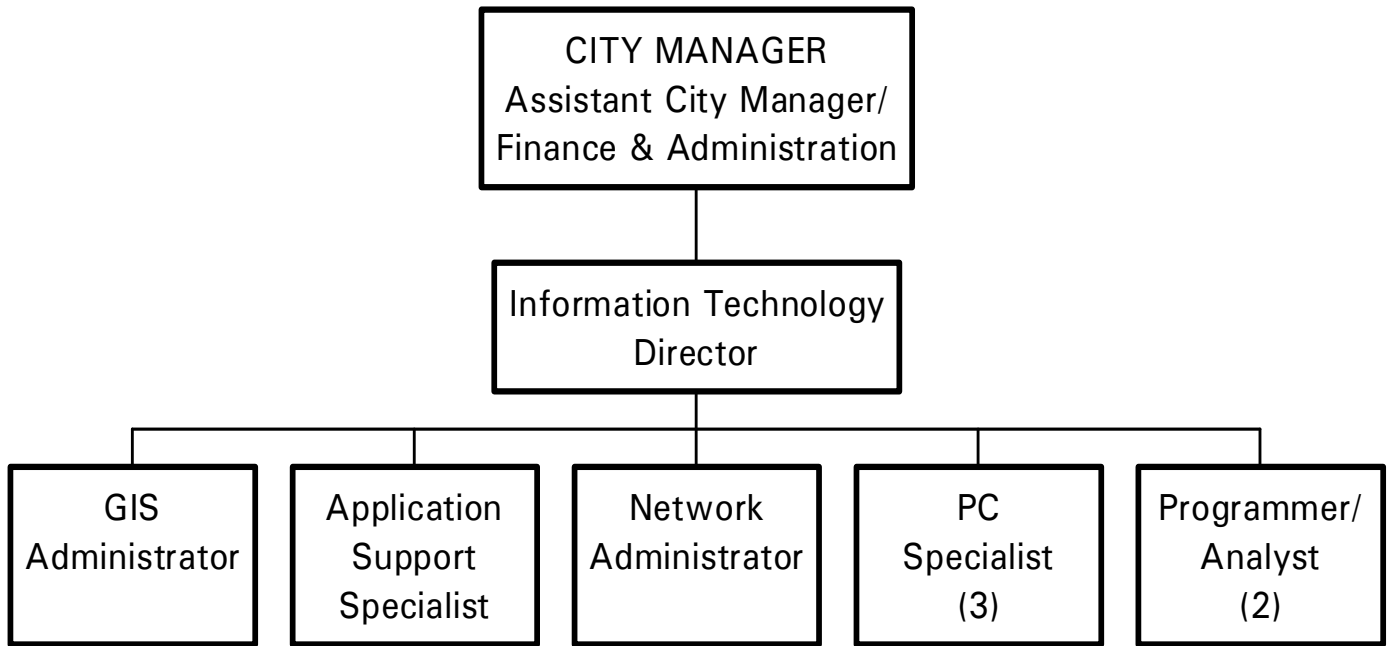
2004/05 PERFORMANCE OBJECTIVES

1. Implement document imaging and management system. (Staff Objective 1, 6)

2. Complete implementation of the final Hansen components. (Staff Objective 1, 3, 6)

PERFORMANCE INDICATORS	2002/03 ACTUAL	2003/04 PROJECTED	2003/04 BUDGET	2004/05 BUDGET
Platforms supported	2	2	2	2
Application packages supported	68	67	70	67
Computer Help Desk requests processed	1,407	1,400	1,600	1,600
Personal computers supported	515	531	529	531
Class attendance, contracted training classes	40	56	200	100
Class attendance, in-house training classes	83	85	50	90
Average staff training dollars expended	1,877	2,120	2,278	1,500
Equipment maintenance dollars expended	38,896	45,000	45,000	40,000

INFORMATION TECHNOLOGY
2004/05 ORGANIZATIONAL CHART



STAFF SUMMARY	APPROVED 2002/03	APPROVED 2003/04	RECOMMENDED 2004/05
Director	1	1	1
GIS Administrator	1	1	1
Network Administrator	1	1	1
PC Specialist	3	3	3
Programmer/Analyst	2	2	2
Application Support Specialist	1	1	1
TOTAL DEPARTMENT	9	9	9

INFORMATION TECHNOLOGY
2004/05 SUMMARY OF BUDGET CHANGES

SIGNIFICANT NOTES – 2004/05 BUDGET COMPARED TO 2003/04 BUDGET

CONTRACTUAL SERVICES:

Contractual Services increased by 43% from last year due to the implementation of Hansen Software. This represents the annual maintenance fee.

CITY OF TROY
COMPENSATED ABSENCES FUND
REVENUE AND EXPENSES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Interest and Rents	\$ 87,319	\$ 50,000	\$ 70,000	\$ 50,000
Other Revenue	3,721,025	3,950,000	3,930,000	3,950,000
REVENUE	\$ 3,808,344	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000
<u>EXPENSES</u>				
Personal Service Control	\$ 4,038,203	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000
EXPENSES	\$ 4,038,203	\$ 4,000,000	\$ 4,000,000	\$ 4,000,000
Revenue Over (Under) Expenses	\$ (229,859)	\$ -	\$ -	\$ -

CITY OF TROY
UNEMPLOYMENT INSURANCE FUND
REVENUE AND EXPENSES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Charges for Service	\$ (333)	\$ 1,090	\$ 500	\$ 1,000
Interest and Rents	6,189	3,500	5,000	3,500
Operating Transfer In	30,500	37,410	19,500	35,500
REVENUE	\$ 36,356	\$ 42,000	\$ 25,000	\$ 40,000
<u>EXPENSES</u>				
Other Services/Charges	\$ 39,195	\$ 42,000	\$ 25,000	\$ 40,000
EXPENSES	\$ 39,195	\$ 42,000	\$ 25,000	\$ 40,000
Revenue Over (Under) Expenses	\$ (2,839)	\$ -	\$ -	\$ -

CITY OF TROY
WORKER'S COMP RESERVE FUND
REVENUE AND EXPENSES

DESCRIPTION	2002 Actual	2003 Projected	2003 Budget	2004 Budget
<u>REVENUE</u>				
Charges for Service	\$ 679,396	\$ 545,000	\$ 583,980	\$ 530,000
Interest and Rents	29,735	20,000	25,000	20,000
Other Revenue	154,767	-	-	-
REVENUE	\$ 863,898	\$ 565,000	\$ 608,980	\$ 550,000
<u>EXPENSES</u>				
Other Services/Charges	\$ 761,217	\$ 613,000	\$ 584,000	\$ 550,000
EXPENSES	\$ 761,217	\$ 613,000	\$ 584,000	\$ 550,000
Revenue Over (Under) Expenses	\$ 102,681	\$ (48,000)	\$ 24,980	\$ -

**GENERAL REVENUES BY SOURCE
GENERAL, SPECIAL REVENUE AND DEBT SERVICE FUNDS
LAST TEN FISCAL YEARS**

DESCRIPTION	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
Property Taxes and Special Assessments	\$ 24,246,173	\$ 26,703,878	\$ 28,032,705	\$ 30,357,167	\$ 32,654,465	\$ 33,086,355	\$ 36,311,795	\$ 38,222,093	\$ 40,214,010	\$ 42,028,382
Licenses and Permits	1,259,862	1,721,891	1,538,734	1,722,198	1,679,479	2,254,763	2,221,451	2,048,206	1,522,133	1,449,003
Federal Sources	7,359	18,836	158,524	174,500	167,079	418,053	157,469	273,882	538,346	358,256
State Sources	8,926,537	9,336,645	9,663,037	10,070,393	11,177,238	11,732,172	12,052,322	12,779,101	14,530,595	12,616,025
County Sources	97,978	85,798	82,291	85,781	100,202	99,781	107,585	118,646	159,268	142,450
Chgs. For Services	1,756,363	2,037,639	2,204,066	2,177,481	2,020,564	2,496,642	2,811,601	3,418,763	3,085,039	5,870,215
Fines and Forfeits	564,645	642,911	847,476	556,706	782,345	806,743	836,035	1,061,310	1,171,749	896,833
Interest Income	1,351,300	1,793,389	1,669,571	1,932,601	2,615,103	2,368,873	3,556,854	2,851,959	1,630,865	804,910
Miscellaneous	2,921,185	2,629,386	2,584,415	2,829,967	2,930,880	3,034,914	3,279,143	2,170,644	3,721,754	975,380
TOTAL	\$ 41,131,402	\$ 44,970,373	\$ 46,780,819	\$ 49,906,794	\$ 54,127,355	\$ 56,298,296	\$ 61,334,255	\$ 62,944,604	\$ 66,573,759	\$ 65,141,454

**GENERAL EXPENDITURES BY FUNCTION
GENERAL, SPECIAL REVENUE AND DEBT SERVICE FUNDS
LAST TEN FISCAL YEARS**

DESCRIPTION	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
General Government	\$ 4,800,799	\$ 4,832,724	\$ 4,810,160	\$ 5,213,126	\$ 5,365,312	\$ 6,371,802	\$ 6,520,286	\$ 7,134,820	\$ 7,605,215	\$ 8,217,477
Public Safety	14,480,182	18,147,373	19,324,566	19,945,705	20,824,076	21,591,628	21,609,992	22,787,828	24,721,059	25,229,356
Roads and Streets	2,475,439	2,516,124	2,817,973	2,929,284	2,790,409	3,119,250	2,955,145	3,458,730	3,321,820	3,822,154
Sanitation	3,730,641	3,742,601	3,861,616	3,957,455	3,396,282	3,516,686	3,523,772	3,477,389	3,671,275	3,708,860
Other Public Works	3,076,652	3,053,487	3,072,656	3,428,877	2,832,966	2,742,275	3,015,089	3,359,645	3,808,488	4,198,140
Parks, Rec. & Cem.	3,437,251	3,587,694	3,792,456	4,288,277	4,584,181	5,485,326	5,621,048	5,794,366	6,245,061	7,419,478
Library/Museum	2,129,110	2,183,004	2,360,872	2,436,536	2,696,414	2,585,158	2,782,020	3,196,809	4,042,658	4,474,276
Debt Service	3,778,765	3,549,588	4,416,113	4,608,001	4,544,281	3,921,278	3,822,450	5,132,067	12,819,195	7,214,312
DDA	-	8,253	47,347	385,731	17,005	433,177	684,666	235,929	145,039	640,824
Econ. & Physical Dev.	-	-	-	56,594	470,861	346,890	97,627	161,945	530,118	442,397
TOTAL	\$ 37,908,839	\$ 41,620,848	\$ 44,503,759	\$ 47,249,586	\$ 47,521,787	\$ 50,113,470	\$ 50,632,095	\$ 54,739,528	\$ 66,909,928	\$ 65,367,274

**GENERAL FUND BALANCE
COMPARED TO ANNUAL EXPENDITURES
LAST TEN FISCAL YEARS**

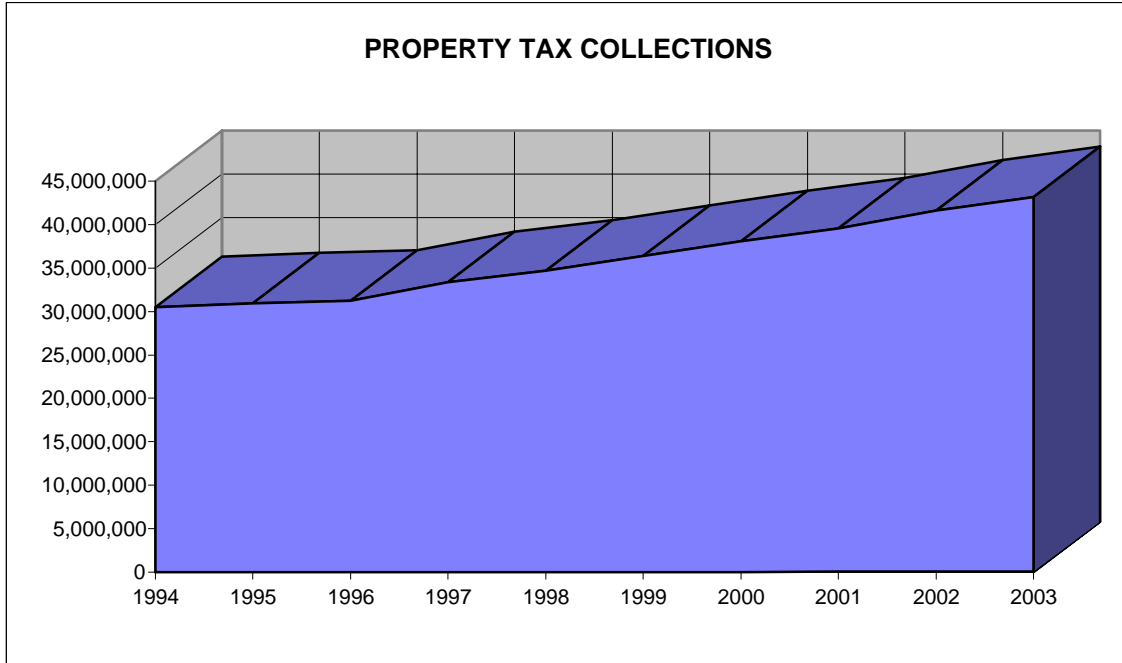
FISCAL YEAR ENDED JUNE 30	RESERVED FUND BALANCE	UNRESERVED, UNDESIGNATED FUND BALANCE	ANNUAL EXPENDITURES	UNRES. BALANCE AS PERCENT OF EXPENDITURES
1994	\$ 1,375,778	\$ 1,860,852	\$ 33,519,433	6%
1995	\$ 1,620,729	\$ 3,840,970	\$ 34,375,831	11%
1996	\$ 1,596,626	\$ 5,378,140	\$ 36,147,883	15%
1997	\$ 1,443,207	\$ 5,944,594	\$ 39,012,105	15%
1998	\$ 1,463,558	\$ 9,055,918	\$ 39,422,332	23%
1999	\$ 1,387,895	\$ 11,347,690	\$ 41,861,809	27%
2000	\$ 1,926,331	\$ 11,520,476	\$ 44,268,940	26%
2001	\$ 3,177,624	\$ 9,994,133	\$ 45,696,518	22%
2002	\$ 3,383,974	\$ 9,749,911	\$ 49,707,371	20%
2003	\$ 3,524,927	\$ 8,967,715	\$ 52,833,401	17%

**VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS**

FISCAL YEAR ENDED JUNE 30	REAL PROPERTY	PERSONAL PROPERTY	TOTAL TAXABLE PROPERTY	REAL PROP. AS % OF TOTAL TAXABLE PROP.
1994	2,792,362,450	432,711,840	3,225,074,290	87%
1995	2,854,720,000	453,375,110	3,308,095,110	86%
1996	2,918,385,360	507,025,520	3,425,410,880	85%
1997	3,051,120,348	522,531,950	3,573,652,298	85%
1998	3,195,831,127	579,417,710	3,775,248,837	85%
1999	3,379,498,283	626,129,990	4,005,628,273	84%
2000	3,517,064,100	666,496,353	4,183,560,453	84%
2001	3,730,001,390	643,070,690	4,373,072,080	85%
2002	4,036,688,730	649,562,212	4,686,250,942	86%
2003	4,241,676,110	619,964,538	4,861,640,648	87%

PROPERTY TAX LEVIES AND COLLECTIONS LAST TEN FISCAL YEARS

FISCAL YEAR ENDED JUNE 30	TOTAL TAX LEVY	CURRENT TAX COLLECTIONS	PERCENTAGE OF TAXES COLLECTED	DELINQUENT TAX COLLECTIONS	TOTAL TAX COLLECTION	% OF TOTAL COLL. TO TAX LEVY
1994	\$30,673,946	\$ 29,520,338	96.24%	\$ 1,017,290	\$ 30,537,628	99.56%
1995	\$31,124,785	\$ 30,120,642	96.77%	\$ 851,300	\$ 30,971,942	99.51%
1996	\$31,342,457	\$ 30,288,581	96.64%	\$ 921,266	\$ 31,209,847	99.58%
1997	\$33,511,137	\$ 32,630,061	97.37%	\$ 766,644	\$ 33,396,705	99.66%
1998	\$34,834,939	\$ 33,978,096	97.54%	\$ 737,431	\$ 34,715,527	99.66%
1999	\$36,316,680	\$ 35,645,833	98.15%	\$ 732,372	\$ 36,378,205	100.17%
2000	\$37,904,870	\$ 37,391,650	98.65%	\$ 736,580	\$ 38,128,230	100.59%
2001	\$39,434,080	\$ 38,848,160	98.51%	\$ 693,813	\$ 39,541,973	100.27%
2002	\$41,803,788	\$ 41,016,410	98.12%	\$ 632,486	\$ 41,648,896	99.63%
2003	\$43,497,146	\$ 42,574,532	97.88%	\$ 582,323	\$ 43,156,855	99.22%



DEMOGRAPHIC STATISTICS LAST TEN FISCAL YEARS

FISCAL YEAR ENDED JUNE 30	ESTIMATED POPULATION (1)	NUMBER OF HOUSEHOLDS	MEDIAN HOUSEHOLD EFFECTIVE BUYING INCOME (2)	SCHOOL ENROLLMENT (3)	MEDIAN AGE	UNEMP. RATE (4)
1994	79,331	29,194	\$ 69,731	11,488	35.8	2.6%
1995	80,736	29,532	\$ 55,029	11,636	36.1	2.2%
1996	81,770	29,793	\$ 58,798	11,987	*	1.8%
1997	82,560	29,896	*	12,064	37	1.6%
1998	83,787	30,274	\$ 59,601	12,050	37.3	1.9%
1999	84,549	30,434	\$ 60,004	12,066	*	1.6%
2000	85,124	30,721	\$ 61,806	12,079	37	1.6%
2001	80,959 (5)	30,872	\$ 65,642	12,101	38.1	2.3%
2002	84,531	31,371	\$ 70,342	12,043	38.1	3.2%
2003	84,841	31,504	\$ 65,625	12,092	38.1	3.2%

(1) ESTIMATES PROVIDED BY THE CITY OF TROY PLANNING DEPARTMENT

(2) DEVELOPED BY SALES AND MARKETING MANAGEMENT, NEW YORK, NY

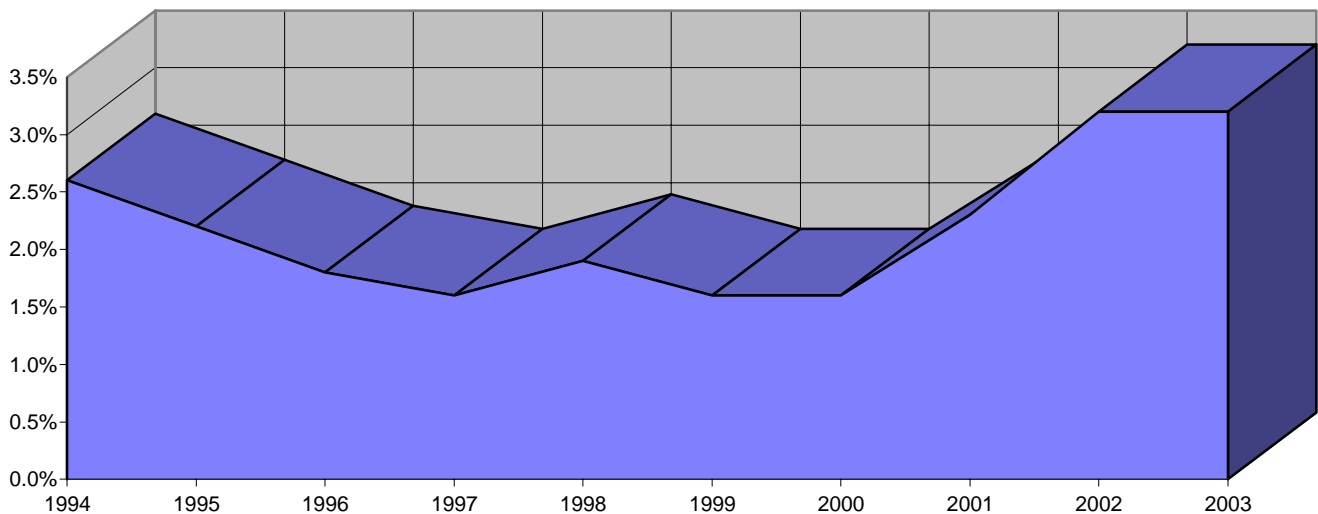
(3) TROY SCHOOL DISTRICT

(4) MICHIGAN EMPLOYMENT SECURITY COMMISSION

(5) U.S. BUREAU OF THE CENSUS

* INFORMATION NOT AVAILABLE

CITY OF TROY UNEMPLOYMENT RATE



**CITY OF TROY, MICHIGAN
COMPUTATION OF LEGAL DEBT MARGIN**

Equalization Valuation at December 31, 2001

\$ 5,955,697,398

	CITY OF TROY ANNUAL NET DEBT	% OF STATE EQUALIZED VALUATION	LEGAL MAXIMUM DEBT	LEGAL DEBT MARGIN
General Obligation Debt	\$ 61,113,658	10%	\$ 595,569,740	\$ 534,456,082
Emergency Bonds	-	3/8	22,333,865	22,333,865
Special Assessment Bonds	150,000	12	714,683,688	714,533,688
Total Debt	\$ 61,263,658		\$ 1,332,587,293	\$ 1,271,323,635

The statutory debt limits of net bonded indebtedness incurred for all public purposes shall not at any one time exceed 10% of the equalized valuation of taxable property in the City (\$5,955,697,398), except that this limit may be exceeded by 3/8ths of 1% in case of fire, flood or other calamity. This limitation does not include bonds issued in anticipation of the payment of special assessments, nor bonds issued pursuant to court order for sewage or garbage disposal systems.

The Michigan State Bond Act provides that the total debt in special assessment bonds, which would require that the City pledge its faith and credit, shall not exceed 12% of assessed valuation of taxable property of the City, nor shall such bonds be issued in any calendar year in excess of 3% unless voted.

CITY OF TROY
2003 TOP 20 TAXPAYERS

RANK	NAME	2003 T/V	# of PARCELS	BUSINESS ACTIVITY	% of TOTAL T/V
1	Frankel Forbes Cohen	\$ 59,713,100	3	Somerseset N & S (Malls)	1.20
2	Nykel Management Co	54,827,230	24	Somerset Apts	1.10
3	Gale & Wentworth	54,406,020	8	Office Leasing	1.09
4	Liberty Property	43,191,650	26	Office Leasing	0.87
5	Detroit Edison	41,450,850	16	Utility	0.83
6	Kmart	40,747,280	7	Retail& Corp HQ	0.82
7	888 W Big Beaver Assoc	35,300,070	3	Office Leasing	0.71
8	Oakland Mall LLC	26,258,340	6	Retail	0.53
9	Standard Federal	25,550,320	1	Banking & HQ	0.51
10	Teacher's Assurance & Annuity	25,386,190	2	Office Leasing	0.51
11	Sheffield Office LP	24,899,470	4	Office Leasing	0.50
12	Delphi Automotive	24,879,080	12	Headquarters	0.50
13	Nemer Troy Place	24,542,100	5	Office Leasing	0.49
14	TTERTT Assoc	24,368,420	1	Office Leasing (Top of Troy)	0.49
15	Kelly Services	21,853,030	8	Corp HQ	0.44
16	First Industrial	21,692,740	36	Industrial Leasing	0.44
17	Ei DuPont	19,080,460	9	Automotive Finishes	0.38
18	EDS	18,547,230	8	Computer Leasing	0.37
19	Home Properties	18,058,160	7	Office Leasing	0.36
20	WHP Mezz Borrowers 2	17,907,320	1	Troy Marriott	0.36
		<u>\$ 622,659,060</u>			<u>12.51%</u>

2003 Total Taxable Value (T/V)

4,978,263,437

CITY OF TROY, MICHIGAN

PROPERTY VALUES AND CONSTRUCTION LAST TEN FISCAL YEARS

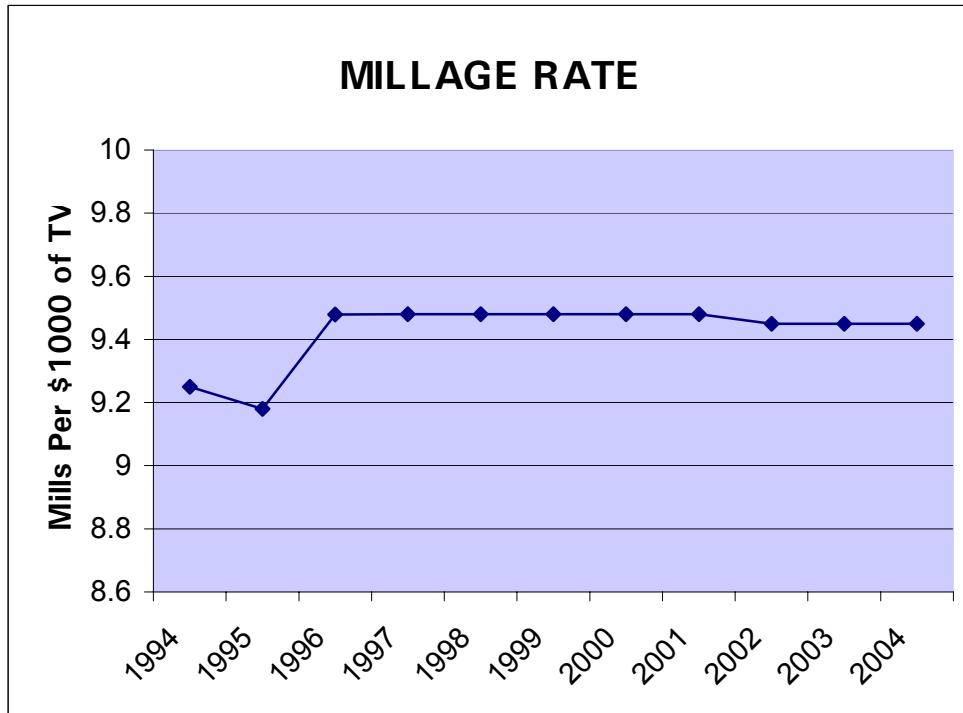
FISCAL YEAR ENDED JUN30, 2003	PROPERTY VALUES		CONSTRUCTION	
1994	\$	6,450,148,580	\$	91,335,191
1995	\$	6,616,190,220	\$	184,192,247
1996	\$	6,926,347,820	\$	140,939,440
1997	\$	7,345,993,740	\$	173,458,968
1998	\$	7,909,327,920	\$	190,550,736
1999	\$	8,569,921,628	\$	260,729,204
2000	\$	9,393,852,366	\$	255,604,926
2001	\$	10,437,194,600	\$	230,713,492
2002	\$	11,305,127,884	\$	143,908,032
2003	\$	11,911,394,796	\$	141,941,808

CITY OF TROY, MICHIGAN

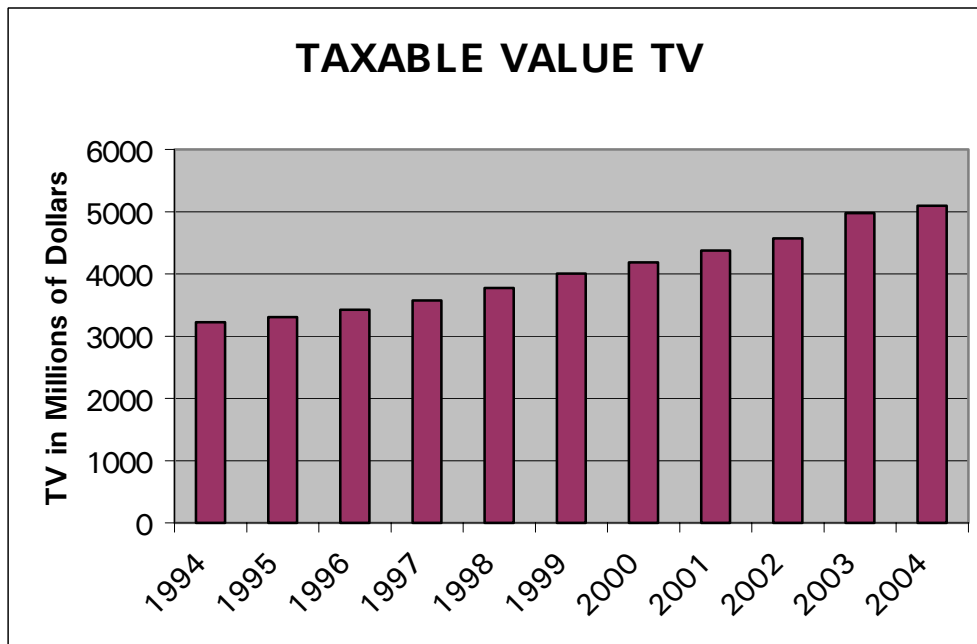
COLLECTIVE BARGAINING

NAME	EXPIRATION DATE	NUMBER OF EMPLOYEES COVERED
American Federation of State, County and Municipal Employees, AFL-CIO - Public Works Employees	6/30/06	82
Michigan Association of Police - Clerical, Police Service Aides	6/30/04	70
Troy Command Officers Association - Command Police Officers	6/30/05	33
Troy Police Officers Association - Police Officers	6/30/05	96
Troy Firestaff Officers Association - Fire Career Professionals	6/30/06	12

ECONOMIC INFORMATION



The City of Troy has maintained one of the lowest tax rates of surrounding cities.



In Michigan, the assessed value is approximately 50% of the market value of a home. If the home sells for \$200,000, the assessed value would be \$100,000. Each mill levied on this property would cost \$100 annually (before any applicable state or federal tax credits). Under the state school funding system (Proposal A), the annual increase in the **taxable value** of your property is capped at the rate of inflation or 5%, whichever is less.

GLOSSARY OF KEY CONCEPTS

-A-

ACCRUAL BASIS: Accrual basis accounting recognizes transactions when they occur, regardless of the timing of related cash flows. The application of accrual accounting techniques prevents distortions in financial statement representations due to shifts in the timing of cash flows and related underlying economic events near the end of a fiscal period.

ACT 51: Highway and street funds derived from gas and weight taxes, distributed to communities by the Michigan Department of Transportation based on a municipality's population and number of street miles.

ACTIVITY: An office within a department to which specific expenses are to be allocated.

APPROPRIATION: An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose.

APPROPRIATION ORDINANCE: The official enactment by the City Council establishing the legal authority for the City to incur obligations and to expend public funds for a stated purpose.

-B-

BALANCED BUDGET: A budget in which estimated revenues are equal to or greater than estimated expenditures.

BUDGET MESSAGE: A written policy and financial overview of the City as presented by the City Manager.

BUDGETARY CENTER: A grouping of offices' or activities' budgets that are

combined to create a cost center in which actual expenditures cannot exceed budgeted appropriations.

-C-

CAPITAL OUTLAY: A disbursement of money which results in the acquisition of or addition to fixed assets. The item must have a purchase price greater than \$5,000 to be a capital item.

CAPITAL PROJECTS FUND: A fund to account for the development of municipal capital facilities other than those financed by the Enterprise Fund.

CDBG: Community Development Block Grants – A federally funded program to assist communities in the expansion and improvement of community services, to develop and improve neighborhoods, and to restore and preserve property values.

-D-

DEBT SERVICE FUND: A fund to account for the accumulation of resources for and the payment of general long-term debt principal and interest.

DEFERMENT: A form filed by qualifying residents allowing a postponement of the summer homestead tax, without levying interest or penalty, unless payment is made after the deferment date.

DEFICIT: An excess of liabilities and reserves of a fund over its assets.

DEPARTMENTAL MISSION STATEMENT: A mission statement provides the full range of activities that will be used in the results-oriented budget format to link the municipal purpose with the financial resources of the department.

GLOSSARY OF KEY CONCEPTS

-E-

ENTERPRISE FUND: A fund established to account for operations that are financed and operated in a manner similar to a private business, i.e. the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (Water & Sewer is an example of an enterprise fund.)

EQUALIZATION FACTOR: A multiplier that is applied to the Assessed Value of a class of property by the County Equalization Department or State Tax Commission that will produce a sum that represents 50 percent of the true cash value of that class.

EXPENDITURE: The cost of goods delivered and services rendered, whether paid or unpaid, including expenses, debt retirement not reported as liability of the fund from which retired, or capital outlay.

EXPENDITURE OBJECT: An expenditure object is a specific classification of expenditure accounts which includes a number of related accounts determined by the type of goods and services to be purchased. For example, the personnel services expenditure object includes the wages account as well as all fringe benefit accounts. Expenditure objects include personnel services, supplies, other services/charges, capital outlay, debt service, and transfers out.

-F-

FOIA: Freedom of Information Act.

FIXED ASSETS: Fixed assets are equipment and other capital items used in governmental fund type operations and

are accounted for in the General Fixed Assets Group of Accounts rather than in the government funds. Such assets, which are recorded as expenditures at the time of purchase, do not include certain improvements such as roads, bridges, curbs and gutters, streets and sidewalks, and lighting systems. No depreciation has been provided on general fixed assets.

FUND: A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities.

FUND ACCOUNTING: The accounts of the City are organized on the basis of funds and account groups in order to report on its financial position and results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

FUND BALANCE: The excess of a fund entity's accumulated assets over its liabilities. Typically, excess revenues over expenditures at year-end will increase a fund's fund balance.

-G-

GENERAL FUND: The City's major operating fund to account for all financial resources except those required to be accounted for in another fund.

GENERALLY ACCEPTED ACCOUNTING PRINCIPALS (GAAP): The conventions, rules and procedures that define accepted accounting practice at a particular time,

GLOSSARY OF KEY CONCEPTS

including both broad guidelines of general applications and detailed practices and procedures. GAAP represents the benchmark by which financial statements are measured.

GFOA: Government Finance Officers Association of the United States and Canada – A professional organization of public officials united to enhance and promote the professional management of governmental financial resources by identifying, developing and advancing fiscal strategies, policies and practices for public benefit.

-I-

INTERNAL SERVICE FUNDS: Funds used to finance and account for services furnished by a designated department to another department within a single governmental unit. Examples of funds in this category are Building Maintenance, Motor Pool, and Information Services.

-L-

LINE ITEM BUDGET: A budget that emphasizes allocations of resources to given organizational units for particular expenditures, such as salaries, supplies, services, and equipment. Line item budgets may be organized to provide accountability at varying levels, such as on department, division, or agency levels.

-M-

MICHIGAN TRANSPORTATION FUND (MTF): Designates bonded road projects that are financed by Motor Vehicle Highway Funds.

MODIFIED ACCRUAL BASIS: The basis of accounting under which revenues are recognized in the period they become

available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority. Exceptions to the general rule of expenditure recognition occur in debt service.

-O-

OPERATING BUDGET: The operating budget is the authorized revenues and expenditures for ongoing municipal services and is the primary means by which government is controlled. The life span of an operating budget typically is one year or less. Personnel costs, supplies, and other service/charges are found in an operating budget. A capital budget typically has a long term outlook where a project can span a several year period.

OTHER SERVICES/CHARGES: An expenditure object within an activity which includes professional services, utilities, rents, and training, for example.

-P-

PERFORMANCE INDICATOR:

A measurement of how a program is accomplishing its mission through the delivery of products or services.

PERFORMANCE OBJECTIVES: Desired output oriented accomplishments which can be measured within a given time period.

PERSONAL SERVICES: An expenditure object within an activity which includes payroll and all fringe benefits.

GLOSSARY OF KEY CONCEPTS

-R-

RESULTS-ORIENTED BUDGETING: A management concept which links the annual line item budget to departmental results of operations.

REVENUE: An addition to the assets of a fund which does not increase a liability, does not represent the recovery of an expenditure, does not represent the cancellation of a liability without a corresponding increase in any other liability or a decrease in assets, and does not represent a contribution of fund capital in enterprise or in intra-governmental service funds.

-S-

SAD: Special Assessment District.

SERVICE STATEMENT: A statement of general and specific service deliveries rendered by an activity for the community.

SPECIAL REVENUE FUND: A fund to account for the proceeds of specific revenue sources (other than special assessment, expendable trusts, or the major capital projects) that are legally restricted to expenditures for specified purposes.

STATE SHARED REVENUE:

A portion of the \$.06 sales tax returned to local governments based on per capita taxable value, population and relative tax effort.

SUPPLIES: An expenditure object within an activity, which includes all supplies that have a useful life of less than one year and/or a purchase price of less than \$500.

SURPLUS: An excess of the assets of a fund over its liabilities and reserves.

-T-

TRANSFERS - IN/OUT: A legally authorized funding transfer between funds in which one fund is responsible for the initial receipt and the other fund is responsible for the actual disbursement.

-U-

UNRESERVED FUND BALANCE: The balance of net financial resources that are spendable or available for appreciation or the portion of fund balance that is not legally restricted.

-W-

WATER & SEWER FUND: The enterprise funds account for the operation of the water and sewer system. The revenues consist of charges for services from City businesses and residences that are used to pay for all water and sewer related expenses.